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EXECUTIVE COMMITTEE MINUTES INDEX

Acceleration 707

Appeals (See: Petitions)

Audio-Visual Equipment 844

Audit 719, 722-724

B.A./B.F.A. "with distinction"
-- GPA in relation to number of courses 804, 806, 831
-- Kuric, Stephen Michael 815
-- B.F.A., B.Mus. 816

B.A. (Special)
-- Certificate 807, 812, 835
-- 4th yr. failures 840
-- Transfers from Honors pgm. 872

Banff School of Fine Arts
-- Advanced French 753
-- Art & Design 768, 850
-- Drama 764, 765, 768
-- Music 768

B.F.A. Promotion Regulations (See: Drama Dept.; Petitions)

Budget 731, 732, 752

Business Administration & Commerce (Jurisdictional dispute) 792

Calendar Material
-- Deadlines 750
-- Designation of Areas of Specialty of Staff 884
-- Drama (ref. to weights) 807, 812
-- Economics courses (GFC challenges*) 799*, 807*, 812*, 864
-- East European & Soviet Studies (Honors) 878
-- English
- Engl.190, ID 346, Old Testament Lit.352, New Testament Lit.353 750
- General Interest Courses 797, 802
-- Language Requirement 872
-- Music courses acceptable for B.A. pgm. (ref. to weights) 806, 807, 812, 835

Certificates: B.A. (Special); Canadian Studies 807, 812, 835

Christmas Vacation: Proposed extension 740, 750, 764

College Universitaire St. Jean
-- Graduands 769
-- Representation on Arts Council(s) 769

Committees / Council
-- Approval of Minutes: Exec. Council & AFC 720
-- Interlocking Directorates 730
-- Nominations Practices ("Male Chauvinism") 730, 886
-- Point of order re Council referral (English) 797
-- Quorums (re: student reps. on committees) 826
-- Terms: Chairmen 876
Interrupted 797
Members 875

Committees / Council (cont.)
  Academic Planning Committee (Rpt. on Restriction of Enrollment*) 718, 739, 740, 750, 762*, 763*, 771, 774, 877
  Academic Principles and Aims (Referrals arising from Reports*) 670, 671, 697, 730, 736, 739, 750, 775, 802, 811, 827, 832, 847-8, 877, 884, 888-892*, 894*, 895*
  Academic Standing (jurisdictional issue re: Drama Dept. Promotion recommendations*) 717, 718, 731, 769, 775, 811, 815, 816, 843, 851, 853-4*, 855-860*, 863, 867-8*, 886, 899
  Admissions & Matriculation Requirements
    - Abolition of Departmentals (statement) 749
    - Admission denials (See: Petitions)
    - Admission of Special Students (Eberlein) 782
    - Language other than English 758, 840
    - Merger of 2 committees; membership 673, 716, 730, 775
    - Relative Matriculation Deficiency 757
    - Withdrawal requirement on failure to complete matric. deficiency 756, 757, 774, 791
  Canadian Studies 704, 708, 709, 718, 738, 753, 762, 776, 830, 849, 877, 880
    - Certificate 807, 812, 835
    - Fourth yr. failures 840
  Categories of Standing (Retired - in future refer Academic Standing) 716
  Course & Calendar (Terms of ref.*) 673, 674, 727*, 728*, 750, 754*, 775, 792, 796, 806, 812, 826, 900*
  Credit by Special Assessment (Working Committee) 894
  Curriculum 717, 739, 752, 763, 782, 802, 848, 854, 878
  East Asian Studies 741, 761, 817, 877, 901
  East European & Soviet Studies (transfer to Grad. Faculty*) 700, 764*, 794*, 834*
  Election Procedures (incl. ref. to GFC*) 753*, 761*, 792, 817, 831 (Biog.), 835, 837, 842*, 878
  Enrollment Restrictions (Retired - see later APC Rpt.) 718
  Executive Committee
    - Advisory Comm. to Exec. re: Liaison with Dept./Faculty of Education 882
    - Attendance by members of Student Pgm. Office as resource persons, when required 721
    - Membership (incl. proposed changes in membership procedures*) 835*, 837*, 849, 863
    - Quorum (Chairman, plus 4 members) 827
    - Scheduling of meetings/teaching conflict 801
    - Student members 823, 830

Committees / Council (cont.)
- Executive Council
  - Alternates: Chairmen of Standing Committees 817
  - Departmental representation: clarification 761, 762
  - Membership 796, 803, 808, 816, 825, 849, 880, 886
  - Scheduling of 1st fall meeting (in relation to full Council) 776, 794
- External Representation 728, 729, 739, 751, 792, 808, 863, 864, 893
- Final Examinations (Problems arising on adoption of Committee Rpt.) 691-693, 698-700
- G.F.C. (Genl. information items--see also: Election Procedures Committee) 741, 831 (Committee on Stress)
- Half-Year Courses for Freshman Students (See also: Courses/Curriculum) 718
- Honors 757, 818, 877, 878, 880, 885
- Library (Expansion of terms of reference, membership) 671-673, 694-696, 775, 818, 877, 886
- Proficiency in English (ad hoc) 881, 883
- Religious Studies (See also: Department, Selection Committee) 716, 730, 775, 849, 863 (retired)
- Salaries and Promotions 715, 775, 864
- Selection & Review Committees (Dept. Chrmn.):
  - Anthropology 819, 881
  - Comp. Lit. 818, 894, 896
  - Germanics 872, 880
  - Music 819
  - Philosophy 881, 885
  - Pol. Sc. 893, 897
  - Religious Studies 737, 750, 830
  - Romance Lang. 897
  - Slavics 818, 830
  - Sociology 881
- Staff Travel 718
- Student Representation 671, 717, 757, 804, 849, 886
  - Gainer Report (Implementation, incl. subsequent Election Procedures recommendations*) 750, 774, 776, 782-790*, 803*, 808, 816, 817, 823, 825, 830*, 835*, 875*, 882
  - Canadian Studies 762
  - Selection & Review Committees for Chairmen of Departments 762, 818, 819, 876, 880, 881, 885, 893, 894, 896
- Teaching Assistantships (ad hoc) 882, 885
- Tenure (Increase in Faculty panel*) 700, 715, 736*, 793, 796, 803, 804, 826, 836, 878, 885

Counselling (See: Student Counselling)

EXECUTIVE COMMITTEE MINUTES INDEX

Courses / Curriculum

-- Credit by Special Assessment (See: Committee)

-- English (See: Committee on Proficiency)

-- Evening Credit Courses (in relation to residence) 861, 899

-- Flexibility of Course Offerings (Extra-faculty courses, etc.) 732, 734, 735, 752, 763

-- Freshman Courses (C.C. rec. re half- year courses) 848

-- General Interest Courses (English) 797, 802

-- Honors: East European & Soviet Studies 878

Raising of GPA 731, 843

Transfers to B.A. (Special) 872

-- Interdepartmental/Interdisciplinary Courses 750, 894

-- "Special Topics" courses 850, 900

-- Science requirement 872

Deceleration 707, 838

Drama Dept. (Promotion Regulations & Jurisdictional issue with CAS) 853-4, 855-60, 861, 863, 865-68

Enrollment (Restrictions) - APC referral 740, 834

Examinations (See also: Committee)

-- Abolition of Departmentals 749

-- Ab.F's 705, 706, 710-713, 719, 750

-- Emergencies (security) 842

-- Final (rescheduling) 842, 845

-- Improprieties in Grading 725, 726, 901

-- Waivers:

Drama (continuing waivers: 200-level) 796, 897-898

English 290 674

English 190 773

Music 260 749

Extension function (GFC referral) 898

Failures: 4th Year (See: B.A. (Special) / Cdn. Studies Committee)

Files: reconsideration of open staff files policy 826

Liaison with Department/Faculty of Education 882

Petitions / Appeals

-- Academic Appeal Body: Summer recess 763, 811

-- Appeal mechanism re: Admission denials 884

-- Definition 804, 810, 811, 813, 814

-- Drama students' appeals against requirement to withdraw 855-860, 861, 863, 865-868

-- Student Program Office authorization re: petitions for Visiting Student status in final year of program 707, 781, 793, 795, 799, 810

-- Time Limit 804

Petitions / Appeals* (Cont.)

Andrew 687, 833
Bergen 893
Bouthillier, Edward 887
Bouthillier, James G. 719
Bracko 809
Bynoe 887
Caldwell 861
Camire (nee Chambers) 819
Carroll 687, 688
Carson* (nee Sheridan) 770
Chow 869
Clarke (nee Hayduk) 688
Coates* 748
Coomber 808
Costley 825
Crothers 688
Dana 869
Delaney* 675-687, 697
Deruyter 778, 791
Douglas 759
Earl 839
Eberlein 780
Everson 819, 828
Freeman 809
Funk 701
Garrison 828, 833
Gibbs 870
Gibson 820
Gorah 726
Greenough 839
Hagel 846
Hamilton 852
Hasinoff 800
Hee 772
Herring 870
Jauch* 808
Kariatsumari 800
Kun* 760
LaBranche 846, 851
Laskin* 840
Leitch 874
Lewis 701
Lordon 779, 791
Luck* 755, 756
Lucy 829
Margolus 688
Marshall 824
McAfee 748
McDonald 870
McQuillan* 755
Meilicke 820, 823
Miazga 799
Mohammed 777
Moore* 726, 736
Morhardt* 801
Noren 852
Normandeau 702
Oakley 702
Pazder 688, 689
Peterson 778, 791
Poon 862
Pon 689
Procter* 862
Reid 689, 690
Russell 821
Rybczynski 703
Romaniuk* 871
Ross 886
Scott* 727
Sherrin 720
Sinclair 703
Soruk 862
Sribney 720
Steer 821
Svoboda 871
Taschuk 690
Tower 691
Tseu (nee Nolan) 701
Thiesson 874, 887
Walter* 847
Westcott* 852
White* 824
Williams 772
Woodward 704
Yeung 759
Zendran 777
Zdebiak 871
Zoakipny 896

Registration
-- Advance 764, 766, 767, 776
-- List of courses & instructors for registration 705

Regulations: GFC motion re: "unnecessary rules" 843

EXECUTIVE COMMITTEE MINUTES INDEX

Religious Studies (See also: Committee & Selection Committee)
  -- Activation as a department 729, 737, 750

Research
  -- Human Research & Dept. of Anthropology 721, 731
  -- University Overhead Policy 706, 714

Residence (See also: Petitions re: Student Pgm. Office & Visiting Student status) 838, 861, 899

Security (Examination emergencies) 842

Slavics (Report on state of dept.) 739, 742-747

Spring and Summer Session issues 706, 782, 899

Staff Travel Regulations 815, 832

Student Counselling 883

Student Suspension 901

Teaching Standards (APAC referral) 883

Universities Act (Review) 841

MINUTES of a meeting of the Executive Committee, Faculty of Arts, held at 10:00 a.m. on Wednesday, July 26, 1972, in the Senate Chamber, Arts Building.

PRESENT: Dean R.G. Baldwin, Chairman; Professors F.F. Bueckert, W. Eastman, M.W. MacKenzie, P.A. Robberecht; Messrs. B. McLaren, B. Nuttall; A.L. Paterson, Faculty Secretary.

1. MINUTES OF THE MEETING OF APRIL 26, 1972

The minutes of the previous meeting were unanimously APPROVED.

2. BUSINESS ARISING

2.1 PROGRESS REPORT - STANDING COMMITTEE TO REVIEW THE ACADEMIC PRINCIPLES AND AIMS OF THE FACULTY

The Chairman reminded members that on May 14, 1970, Arts Faculty Council had adopted a recommendation that a broadly based standing committee be created "with the authority to review the academic principles and aims of the Faculty and to propose means of furthering those convictions in the field of undergraduate education." The recommendation was contained in the final Report of the Moore Committee on the creation of a four-year B.A. (Special) Program.

As an amendment to the Recommendation, Professor E.J. Rose had proposed "that the broadly-based Committee be formed by each department naming a delegate to it, and by the Faculty Academic Planning Committee naming four members at large who were interested in Interdisciplinary Programs."

The Recommendation was adopted, as amended, but the Committee was not brought into being until the last meeting of the Executive Committee. The need for the Committee was generated by the fact that the University Academic Planning Committee would be calling for formulation by the different faculties of their academic goals and objectives.

As the Executive Committee had instructed, the Secretary sent a letter to Department Heads requesting that they name a delegate to the Committee; in addition, the FAPC was requested to name four members. Replies had been received from all but two departments, and it was hoped that the Committee would be operational by the Fall.

In reply to a question concerning the FAPC, the Chairman stated that the Committee structure of the Faculty was to be examined, not only as to the nature of the committees, but also as to terms of reference and terms of appointment.

With the creation of this particular Committee, the role of the Faculty Academic Planning Committee became ambiguous: a possible function for it would be to work with immediate problems, leaving the "broadly based" committee free to study long-term goals and objectives. It would be given the assignment of recommending what the priorities of the Faculty ought to be. If enrolment held at its present level, or were to drop, the question of phasing out whole programs within the Faculty would inevitably arise. It was therefore imperative that the Faculty determine its priorities and academic principles.

2.1 COMMITTEE TO REVIEW ACADEMIC AIMS AND PRINCIPLES OF THE FACULTY, continue

In reply to a question from Professor Robberecht concerning student representation on the Committee, the Chairman reminded members that a Committee had also been struck by Council to re-examine the recommendations of the Terfloth Committee in the light of experience. This re-examination would give consideration to procedures by which student representation would be achieved, in view of the fact that the Arts Students' Association had disbanded.

Because of the difficulty in obtaining student representation, the Resolution establishing the "broadly based" committee addressed itself to staff representation only so that, pending whatever was done about student representation on Faculty Committees in general, this particular Committee could proceed with its work. In the opinion of the Chairman, a Committee of this size would require a working executive committee.

Professor Robberecht suggested that the number of student positions on the Committee be four - equal in number to members named by the FAPC.

Mr. McLaren felt that this number was unrealistically high. He suggested the inclusion of two student members initially. One might become a member of the Committee's "working executive", which could address itself to the question of student representation on the Committee as a whole.

Lengthy discussion ensued. A member was of the opinion that, under the terms of the Terfloth Report, student membership on the Committee should be at par with faculty membership. It was pointed out by another member that the Terfloth Report regarded parity of student membership on committees as a goal to be achieved by stages: it was with extreme difficulty that the student body had been able to elect members to the few committees on which they were represented at present.

The Chairman suggested that, in order that the particular issue not be raised unnecessarily early, the Executive Committee simply state that student representation on the Committee to Review Academic Aims and Principles of the Faculty would be provided when proposals were forthcoming from a student organization which functioned in accordance with the principles adopted by Faculty Council.

MOTION Mr. Nuttall so MOVED.

VOTE The question was called and the motion was ADOPTED.

3. RECOMMENDATIONS FROM THE ARTS FACULTY LIBRARY COMMITTEE

Members had before them A Brief Recommending Expansion of the Terms of Reference for the Arts Faculty Library Committee, submitted by its Chairman, Professor H.A. Hargreaves of the Department of English.

The Chairman noted that the first page of the Brief outlined the history of the Committee, and its existing terms of reference. The three Recommendations which followed constituted an expansion of the Committee's frame of reference to meet developing needs. Approval of the Recommendations by the Executive Committee was requested, he added.

3. RECOMMENDATIONS FROM THE ARTS FACULTY LIBRARY COMMITTEE, continued

MOTION Professor MacKenzie MOVED that the Recommendations be accepted.

Professor Robberecht referred to Recommendation 1, which read:

1) To become a forum for discussion of divergent or conflicting needs of individual departments, without usurping department prerogatives.

He felt that the term "forum for discussion" was puzzling, in addition to having wide implications.

Professor MacKenzie defended the use of the word "forum". Evidently the Library Committee viewed its meetings as an important means by which to exchange views on library problems. Department representatives would constitute the "forum", and departments would benefit from the Library Committee's discussions by the information conveyed to them by their representatives.

The Chairman interpreted Recommendation 1 as meaning that the Arts Faculty Library Committee considered that one of its functions was to provide a mechanism for coordination and refinement of the submissions of the 17 departmental library committees. The A.F.L.C. was not seeking to become the "collective bargaining agent" for the Faculty's seventeen departments.

Professor Bueckert referred to Recommendation 2, which read:

2) To provide clear and consistent direction to the Library on matters which concern the Faculty of Arts as a whole.

It seemed to him that the wording "To provide clear and consistent direction to the Library" implied direction just to Mr. Turner.

AMENDMENT As an AMENDMENT to Recommendation 2, Professor Bueckert MOVED that its phrasing be expanded, as follows:

> "To provide clear and consistent direction to the University Library Committee and to the Library Administration on matters which concern the Faculty of Arts as a whole."

The Chairman accepted the amendment, subject to the inclusion of a phrase which assured that department prerogatives would not be infringed upon.

It was AGREED that Recommendation 2 be further amended by terminating it with the phrase "such direction in no way to usurp department prerogatives."

The Chairman then referred to Recommendation 3, which read:

3) To act as a forum for discussion of desires and needs of the Faculty of Arts specifically related to Rutherford II.

3. RECOMMENDATIONS FROM THE ARTS FACULTY LIBRARY COMMITTEE, continued

He was of the opinion that the wording should make clear that the right of departments to be heard was in no way limited by the Resolution.

AMENDMENT Professor Bueckert MOVED that Recommendation 3 be terminated with the phrase "without usurping department prerogatives."

VOTE ON AMENDMENTS The AMENDMENTS were CARRIED by unanimous vote.

VOTE ON MOTION The question was then PUT, and the motion was CARRIED, as amended.

The Brief, as amended, is attached as an Appendix to the official Minute.

4. COMMITTEES - REPLACEMENT OF MEMBERS

4.1 Admissions Committee:

The Chairman stated that Professor MacKenzie had tendered her resignation from the Admissions Committee.

Professor MacKenzie's resignation was accepted.

The Chairman suggested that, with the permission of the Executive Committe the status of the Admissions Committee and the Matriculation Committee be reviewed as part of a study of the Faculty's total Committee structure. It was hoped that such a study could be submitted to the Executive Committee in about two months, he added.

It was unanimously AGREED that consideration of the Admissions Committee and the Matriculation Committee be deferred.

4.2 Course and Calendar Change Committee:

The Chairman explained that the membership of the Calendar Change Committee had been reduced to one, Professor C.A.S. Hynam of the Department of Sociology. All other members were absent on leave for the 1972-73 Session.

As this was a Committee which would need "lead time" to establish its working procedures, it was decided that the Executive Committee should proceed with nominations today, despite the fact that some of those nominated might be off campus at present.

The Secretary suggested that it would be advisable to nominate several staff members who had served on the Executive Committee in past years, when it reviewed Course and Calendar Change material. Professors F. DeLuna, J. Forrest and J. Hackler had had extensive experience, he added.

In addition, he continued, Professor Hynam might not wish to continue as a member of the Committee.

It was agreed that Professor Hynam should be contacted to determine whether or not he would continue to serve.

4. COMMITTEES - REPLACEMENT OF MEMBERS,

4.1 Course and Calendar Change Committee, continued

The following were nominated:

Chairman		Alternate
J. Forrest - English		F. DeLuna - History
Members		
B. Abu-Laban	Sociology	C. Gordon-Craig - English (alternate to J. Forrest as a member)
J. DeFelice	Drama	
J. Hackler	Sociology	
E. Mozejko	Slavic Lang.	
S.M.M. Qureshi	Political Sci.	
A. Thomas (Mrs.)	Romance Lang.	
M.D. Stewart	Economics	K. Norrie - Economics

5. ENGLISH 290 - REQUEST FOR WAIVER OF FINAL EXAMINATION

Members had before them a copy of a letter from Professor J.W. Bilsland, Associate Chairman, Department of English. The Department requested "permission to waive the examination requirement in this particular course, not merely for 1971-72, but on a continuing arrangement."

The Chairman explained that the request came at this time because the Department had not made application for formal waiver of the requirement for a final examination during the past session. He stated that a student had failed English 290; provision had not been made for a supplemental examination because, as a creative writing course, the final grade was based entirely on term work. If the student were to petition, the issue would turn on whether the class had been notified in advance that there would be no final written examination.

OTION Professor Eastman MOVED that waiver of final examination be approved on a continuing basis, as long as English 290 was given in its present form.

OTE The question was PUT, and the motion was CARRIED.

6. PETITIONS

Because of its complexity and the certainty of a lengthy discussion, it was agreed that the petition of Mr. Patrick J. Delaney would be studied before other petitions on the Agenda.

6.1 Mr. Patrick J. Delaney

The Chairman stated that because of Delaney's written request of July 19, 1972 to be permitted to appear in person, the Secretary had taken an informal poll of the Committee. The consensus of opinion was that the case should be studied under existing procedures; i.e., members were not disposed to have him appear in person. There had been agreement to consider the question as a separate issue at the meeting, and Mr. Delaney had therefore been told to hold himself in readiness for an appearance.

The Chairman explained that, under new procedures proposed by GFC but not yet in force, an appelant whose appeal it had been agreed to hear would have the right to appear in person, and/or to have a "friend in Court". Delaney had agreed to be heard under existing procedures. Therefore whether or not to grant his request to appear in person was for the Committee to decide. Dr. Baldwin enquired whether it were the Committee's wish to consider the request to appear on the principle itself, or to consider particulars of the case before deciding.

In reply to a question, the Secretary stated that he could not recall a precedent; the established procedure was to consider written petitions.

Professor Bueckert felt that the facts of the case did not indicate the necessity of Delaney's presence.

Mr. McLaren felt that the Committee should hear Delaney personally; obviously he had decided that his presence would have a bearing on the case.

Professor Eastman expressed unhappiness about the request, and the Committee's being required to decide whether to grant or deny it. Did the Chairman or the Secretary have information as to how Delaney felt; did he view the documents as an adequate presentation of his case?

The Chairman stated that the only deposition was contained in Delaney's letter of July 21, 1972. Delaney had already seen the former Assistant Dean and Dean. Each had refused to waive regulations concerning continuance of non-matriculated students in their programs. This was why Delaney wanted to appear in person.

Professor Robberecht noted that the Agenda listed two other cases more or less similar to Delaney's, in that the students had been required to withdraw because of their failure to satisfy a matriculation deficiency. He suggested that the Committee consider the facts of the case first, and then decide whether the petitioner should be seen. He did not see the need to hear Delaney personally, but discussion might establish such a need.

PROCEDURAL MOTION

Professor Robberecht MOVED that the Committee hold in abeyance a decision on whether or not to hear Delaney personally until discussion of the case established whether or not additional information was required.

6.1 Mr. Patrick J. Delaney, continued

The Chair interpreted the motion as meaning that a vote for indicated that the Committee would decide later whether or not there was the need to hear Delaney, while a vote against the motion would be indicative that the Committee either did not want to hear him, or wanted to discuss the principle in isolation from the case.

O T E The question was PUT and the motion was CARRIED.

The Chairman stated that because Delaney had seen the former Dean and Assistant Dean, and because the new GFC Appeal Procedures (not yet in force but nevertheless passed in part) would not permit anyone who had dealt with a case earlier to sit as part of an appeal body, he had developed a Statement which explained that the Faculty operated under existing appeal procedures before agreeing to see Delaney. By signing the document, Delaney had agreed to discuss his case with the Dean under existing procedures, whereby the Dean might be appealed to, and might render a decision, yet again hear the case as a member of the Faculty's appeal body. Had Delaney not been willing to sign the document, Dr. Baldwin, as Dean, would not have heard him in private, but would have done so only as a member of this, the Faculty's appeal body.

The Chairman had recorded the principal points of their discussion on July 10 in his letter to Delaney of July 14. He informed the Committee that he could not support Delaney's appeal on two grounds:

1) As a new Dean, he was not disposed to make ad hoc decisions overturning established practices without the advice of the Executive Committee; and,

2) His view as a private person was that Delaney had not made a case for waiver of the regulation during their interview.

The Chairman stated that Delaney based his petition on two points:

1) He claimed the technical point that he was not failing the course when he stopped attending, and that therefore he had been found "wanting" on a technicality alone; and,

2) A "plea for mercy" in that to require him to withdraw for a year would end his University career. Financially, it was impossible for him to take a year off for the purpose of clearing his matriculation.

Dr. Baldwin's response was recorded in his letter. It was pointed out that the Faculty had a clear practice that a non-matriculated student was admitted as a concession on the basis of an agreement between the student and the Faculty that the student meet certain performance requirements. If he did not, and these included the failure of a course, the student was required to withdraw until his matriculation requirements were satisfied.

6.1 Mr. Patrick J. Delaney, continued

Delaney had received the grade of AB/F (absent-failed) in English 265, a course from which he had not withdrawn, and in which he had not written the final examination. The grade AB/F was a standard assessment used throughout the Faculty in such cases. While he was entitled to supplemental privileges, as any other student would be, he had submitted only one of three essays required, and had not written the mid-term examination. He therefore did not have a term mark which made it mathematically possible for him to pass the course if he were successfully to write a supplemental examination.

As a non-matriculated student, Delaney was required to withdraw from the Faculty because of the failure.

On the question of whether a student failed when he absented himself from a course, the Chairman and Mr. Delaney had had an exchange of "logical arguments". The Faculty took the view that if a student had not withdrawn from a course formally, and did not sit the final examination, he had failed the course.

Delaney claimed that up to the point at which he ceased to attend English 265 he had not failed anything and therefore was not academically deficient: his error lay in not having formally withdrawn from the course, as he saw it.

Professor Eastman enquired as to the nature and status of the non-matriculated student.

The Chairman explained that Deans' Council had formulated an elaborate set of definitions and regulations concerning the mature, non-matriculated student. Unlike the student admitted with a matriculation deficiency, the non-matriculated student was not required to make up matriculation deficiencies. All matriculation requirements were waived, provided the student performed to a certain standard in his probationary year. Having met the performace standards, he received credit for the first year, and went on. If he did not perform to the agreed standard, he received no credit for the work of the year, and was required to withdraw from the Faculty until he could satisfy normal matriculation requirements for entry. Mature, non-matriculated students were informed of these conditions, in writing, prior to admission.

Professor Bueckert noted that, in one of the overall regulations, it was stipulated that such a student could do his probationary "year" on a course-by-course basis, and still prove himself academically. It seemed that the practice of the Faculty of Arts, and other faculties, was to require a course load of five subjects in the probationary year: therefore, by the original contract, Delaney had disqualified himself from continuing as a mature, non-matriculated student when he dropped English 200.

However, Faculty practice was waived on permitting a reduction in Delaney's course load to 4½ in January of 1972; presumably a further reduction would have been permitted. Thus, it was demon-

6.1 Mr. Patrick J. Delaney, continued

strated that leniencies were possible. These leniencies made it possible for Delaney to question why another half-year course could not also be "allowed" regardless of whether it were on the basis of withdrawal or failure. By an extension of this argument, there seemed to be no reason why an individual could not become a special student and gradually prove himself academically.

Professor MacKenzie referred to the Baldwin Committee's Report of a few years ago by which deceleration was permitted; on request, a student could reduce his course load to four. This Report had become part of established regulations.

To Professor Bueckert it seemed that the non-matriculation contract stipulated that that student was not an ordinary student, and thereby was not permitted the privileges of the normal student, such as withdrawals, deceleration, etc.

NON-MATRICULATED PROGRAM REQUIREMENTS

The Chairman stated that the Faculty did not require that the course work of the probationary year be completed in one academic session. The regulation stipulated that "The prescribed year of course work may be completed in a block, or on a course-by-course basis.", and that the probationary year was to be composed of "Five different junior-level courses including English 200 and an approved Junior laboratory course to complete the Program's requirements for full admission . ." Until Delaney had done this, he had not satisfied the requirements that waived his matriculation.

The appeal was not based on the number of courses Delaney had taken; it was based on the question of whether he should be held accountable for an AB/F. I.e., the issue was whether the course was failed in an academic sense, by virtue of Delaney's being absent from the final examination in a subject in which, formally, he was registered. The likelihood was that he would have been permitted to withdraw from English 265 if he had made application to do so, without jeopardizing his status as a non-matriculated student. Moreover, Delaney was fully aware of the withdrawal procedures, as he had withdrawn from English 200 in January, when he substituted English 265, a half-year course.

Delaney now questioned the "failed" as being a meaningful assessment of his academic ability, the Chairman stated. He claimed he had not actually failed anything and that he had demonstrated in the courses completed his ability to handle University work.

In reply to a question from Professor Robberecht concerning GPAs, the Chairman stated that the non-matriculated student was required to pass all courses without repetition with a minimum grade of 4 in each subject, and a GPA of at least 4.5 on the 5 subjects as a whole. Delaney had the 4.5 average, including a zero for the AB/F. What he did not have was a passing grade of 4 in the 5th course in which he was registered, English 265.

6.1 Mr. Patrick J. Delaney, continued

Professor Robberecht, referring not just to the Delaney case, but to two other petitions on the agenda involving matriculation deficiencies, stated that the regulations requiring students in these respective positions to withdraw, in spite of good records in all other courses, were harsh.

To clarify the issue, Professor Eastman stated that the specific requirement was not that Delaney take five courses in his first registration, but that he obtain a grade of 4 in all courses of his registration, and an overall Grade Point Average of 4.5. Was Delaney aware of this from the commencement of the academic session, he asked.

The Chairman stated that the requirements were contained in the letter of admission sent to all non-matriculated students, and that Delaney therefore was fully aware of the conditions attached to his probationary year.

It seemed to Professor Eastman that Delaney's petition could more correctly be viewed as a request that the Executive Committee retroactively withdraw him from the course in question.

The Chairman stated that if the Committee were to do so, there would be no problem - provided that it "retroactively withdrew" him from the course at a point early enough in the year that he would not be regarded as having withdrawn failing. Professor Baldwin noted that the former Dean took the view that how Delaney had performed in the course might be an important question. He had submitted the first essay and had obtained the grade of 7. Two more essays were required; he did not attempt them. Neither did he attempt the mid-term examination, although the Professor had extended the date of writing in order that Delaney might have more time to prepare. In their interview, Delaney had admitted that, even with the extension, he could not have prepared for the mid-term examination, having fallen too far behind by that point. His position was that he had passed what he had done in the course, and that he could not be held accountable for failing what he had not done.

MOTION I Professor Eastman then MOVED that Mr. Delaney's petition be denied.

Mr. McLaren felt that it might be advantageous "to put a few questions to Delaney in person in relation to the motion. For example, to ask him directly if he were aware of the fact that he had failed a course and that, having failed the course, he was therefore required to withdraw."

Professor Bueckert stated that Mr. McLaren's proposed question was clearly answered in Delaney's petition. He was fully aware of the regulation, and requested that it be waived in his case. In his petition, Delaney had stated "despite my mark in English (265), which is recorded as 'AB/F', I have met the grade requirements for non-matriculated students."

6.1 Mr. Patrick J. Delaney, continued

Professor Bueckert stated that, despite the AB/F, Delaney regarded himself as being of University caliber and wished to have the regulation concerning a failed course waived. He knew the regulations, he knew that he had failed the English course. He questioned the semantics of the term "failure".

Professor Robberecht had no doubt that Delaney had failed English 265. He noted that other cases on today's agenda involved students who had shown that they were capable of University work, but, because of failure in courses taken to satisfy matriculation deficiencies, were being required to withdraw. The regulation in each type of case was extremely harsh, and he suggested that the Committee direct its attention to the type of regulation.

The Chairman stated that this would be tantamount to the creation of new policy by an appeal body. Council had ruled that an appeal body was not empowered to make new policy; it was empowered to use discretion in the interpretation of policy. The Policy of the Faculty in these cases was that a contract had been made; an assertion by the Committee that the terms of the contract were too harsh was to question the policy of the Faculty.

Mr. McLaren stated that the Committee could make recommendations concerning the policy, and noted that it seemed illogical that Delaney should be treated as a "normal" student in that he was required to take a normal course load, then to treat him as an "abnormal" case in that the "normal" student could fail two courses and continue, while Delaney's failure in one forced him to withdraw.

The Chairman stated that the difference lay in the fact that the student admitted on a non-matriculated basis did not have the credentials for admission in advance, and, under the terms of the contract, agreed to prove himself "after the fact". Furthermore, Dean Baldwin continued, Delaney was not required, but had chosen to take a five-course registration. The regulations govening non-matriculated students applied to the registration of his choice.

Professor Eastman stated that Mr. McLaren's proposal that the regulations governing the performance of non-matriculated students was one which this Committee could recommend to Council for reconsideration. However, the Committee could not create regulations under which to act in this case.

The Chairman again stressed that the question of the AB/F was the issue, and the basis of the petition. Delaney would have been allowed to take one course a year, or 4 or 5 courses a year. Having registered in five courses, he would have been permitted to drop back to four - as would any other student. However, as was the case with all other students who did not sit a final examination in a subject in which they were registered, absence from the examination automatically meant an AB/F grade in that course. As was pointed out earlier, Delaney could not pass the subject on the basis of a supplemental examination because he did not have a term mark which

6.1 Mr. Patrick J. Delaney, continued

would make it possible to pass. It was at this point that the regulation governing non-matriculated students came into play.

The Chairman reminded members that a resolution was before them: it was that Mr. Delaney's petition be denied.

Professor Eastman enquired whether there were any "hazy-land" between withdrawal and full status, such as provisional or probationary student, which would prevent Delaney's being required to withdraw from the University.

The Chairman stated that this body could not require Delaney to withdraw from the University; its decision would apply only to this Faculty. Speaking specifically to Professor Eastman's question, the Chairman stated that the past year had been a probationary year for Delaney.

Professor MacKenzie enquired whether there were any procedure, e.g., requiring advice from Student Counselling, upon the weight of which Mr. Delaney could apply for readmission, despite having been required to withdraw.

The Chairman stated that this could be done in the case of the normally admitted student who fell into Category C. The normal procedure then was that such a student would be required to withdraw for a year, but the Dean had discretionary power. In the case of the non-matriculated student, the requirement was not just that he stay out a year: rather, he was required to withdraw until he obtained full matriculation. It was a very different provision.

Professor Robberecht asked why Delaney was not warned to avoid extra-curricular activities which might jeopardize his status. Was the issuance of such warnings not normal procedure? He referred to UNIVERSITY REGULATIONS AND INFORMATION FOR STUDENTS, Calendar Section 16.4.6, SCHOLASTIC STANDING AND EXTRA-CURRICULAR ACTIVITIES, which read, in part:

> "Students may assume that they are scholastically eligible to participate in organized extra-curricular activities unless they are informed otherwise by their Deans or Directors."

The Chairman stated that the non-matriculated student was made aware prior to admission of the academic standing he had to attain in the probationary year. Beyond this, the Faculty did not stipulate what a student might or might not do in the way of extra-curricular activities. The non-matriculated student was admitted as a calculated risk, on the assumption that he was a mature student.

6.1 Mr. Patrick J. Delaney, continued

The Chairman again stated that the Committee had to decide whether the AB/F constituted an academic lapse; non-matriculated students were not permitted a failure in any subject comprising their probationary "year". If the Committee decided that AB/F constituted an academic lapse then Delaney would properly have been found wanting. If the Committee did not regard the AB/F as constituting such a lapse, but decided that he had not availed himself of procedural channels by which he could have withdrawn from the course, then it would be in accord with the basis of his petition: Delaney claimed that the AB/F did not place him in an academically deficient position; the Faculty claimed that it did.

VOTE The question was CALLED; Professor Eastman's motion was DEFEATED by a vote of 1-2-3.

The Chairman suggested that, in view of the length of the discussion, and the curious nature of the vote, the meeting adjourn for luncheon, and then reconsider the question. The Committee had voted not to deny his petition: it would now be necessary, in view of the marginal nature of the vote, to decide whether to uphold his petition.

Professor Bueckert commented that the three abstentions constituted sufficient evidence to question whether the motion's "defeat" resolved the case. He enquired whether the Committee felt there was a lack of information; did it wish the student to appear to assist in clarifying the case?

Professor MacKenzie stated that she did not. When the question was called she did not feel that she had reached a proper decision, in view of the case's many facets. She saw no point in having Mr. Delaney appear.

MOTION II Mr. Nuttall MOVED that the Committee not hear Mr. Delaney in person.

VOTE The question was PUT and the motion was ADOPTED by unanimous vote.

The Chairman suggested that the Committee now break for lunch, and that Mr. Delaney be notified immediately that he would not be heard in person.

During the luncheon break, Professor Blackley, who had been associated with the case since Delaney first indicated that he would petition that the regulation be waived, read the following statement into the Record, with the Secretary's consent:

> "The decision taken on Mr. Delaney is one of considerable importance; it involves a large number of points. One which should not be overlooked is the fact that Mr. Delaney, being fully warned of the provisions under which he was admitted, has not fulfilled the admission requirements, and he did this with full knowledge of the consequences. Therefore, it seems

6.1 Mr. Patrick J. Delaney, continued

Professor Blackley's remarks, continued

> to me that the Executive Committee, if it upholds his appeal, would encourage complete disregard of regulations; if this were so the whole fabric of the Arts Program, and of the University, would be endangered.
>
> Other students are in the same position as Mr. Delaney and, in all fairness, if he were permitted to disregard the rule with impunity, it would be necessary to do the same for them. It would mean that never again could the Faculty apply this regulation. The Faculty of Education, which has the identical regulation, would also be in extreme difficulty.
>
> The Regulation had been agreed upon by the Dean's ad hoc Committee on Admissions as being fair and generous. The Regulation was subsequently approved by Deans' Council, which is the final authority on admissions. The identical rule was passed in relation to the Faculty of Education by General Faculties Council.
>
> A decision in Mr. Delaney's favor, in my view, would be a decision against a program well thought out and, in this particular principle, approved both by Deans' Council and by General Faculties Council.
>
> As a final note I might add that on speaking to Mr. Delaney he admitted knowledge of the warning, knew the consequences, but felt that he was entitled to special consideration in view of his student office. I did not agree, but felt that he should be treated in the same way as any other student."

On hearing Professor Blackley's comments after the adjournment, the Chairman stated that the issue was not whether the student had gone through the proper channels of the Faculty in order to withdraw from the course. The question was whether, after consideration of his petition, the student was found guilty of academic failure. Any other consideration would lead away from the central issue.

Professor MacKenzie noted that Professor Blackley had referred to other students being in the same position; to what extent did he mean "in the same position", she wondered.

The Chairman interpreted Professor Blackley's comments as applicable to students with AB/Fs. He did not agree with Professor Blackley's comment that, if the Committee upheld a petition, which, by definition was a particular hearing, then, in the light of that decision such petitions would henceforth be heard "across the board". Were that the case, a petition could never be regarded as a petition for a special ruling. Mr. Delaney's case should be considered on its merits; otherwise an appeal body had no function.

6.1 Mr. Patrick J. Delaney, continued

To the Chairman, Professor Blackley had addressed himself to the regulation that no academic failure should be permitted in the first, probationary year of a non-matriculated student's program. There was no doubt of what the opinion of Deans' Council on such a failure would be, he continued. Delaney's petition turned on the question of whether this body found the AB/F to constitute that kind of failure. He did not see that a decision would endanger the fabric of the University, as the Committee was hearing information about a particular AB/F.

MOTION III Professor Robberecht then MOVED as follows:

THAT, inasmuch as an absent-failed is considered to be a failure in a course, and whereas Mr. Delaney was warned by letter that:

> "You will be regarded as on conditional admission until you complete five junior-level courses including English 200 and a 100 or 200 level laboratory science"

and that

> "Students taking the non-matriculated first-year program must pass all courses without repetition with a minimum grade of 4 on each subject and with a grade point average of at least 4.5 on the five as a whole. . . "

i.e., that a failure in his course load would necessitate his withdrawal from the Faculty, HIS PETITION BE DENIED.

The Chairman stated that because of the nature of the vote taken before adjournment, he was prepared to entertain the Resolution again in these terms. He was also prepared to be overruled on procedural grounds. It seemed to him that the Committee had not yet established a collective opinion. Therefore, if members objected to having the Resolution re-submitted in this form, he invited them to say so.

Professor Robberecht stated that he wanted the motion to be crystal clear on the nature of the warning contained in the letter of admission to non-matriculated students; this was why he had phrased the motion in two parts.

The form letter sent to Mr. Delaney on July 19, 1971, was then read into the Record by the Secretary.

Professor Robberecht commented that Delaney had failed to fulfill his obligation, as he saw it.

The Chairman reviewed a file note from Mr. R.J. Middleditch, dated January 10, 1972. He enquired why Delaney's withdrawal from English 200 and substitution of English 265 was regarded as a "special concession.".

6.1 Mr. Patrick J. Delaney, continued

The Secretary stated that the "concession" to which Mr. Middleditch referred was twofold: 1) Delaney was permitted to alter the five-course registration of his probationary year - a registration which Delaney had selected on free choice; and, 2) that Delaney was provisionally permitted to take two half-year courses in English in the second term, which would represent the equivalent of a six-course load in that term. The proviso was that Mr. Delaney attain the grade point average required for this arrangement in the examinations of the first term.

The Chairman again stated that the Committee was confronted with the issue of whether Delaney's AB/F was to be viewed as an academic failure. If it were then, under all our practices, Delaney had failed to perform as a non-matriculated student. However, if Delaney's failure to withdraw from the course formally was a technicality in the Committee's view, thus not demonstrating an academic failure in this course, not the load, then the Committee might wish to consider his petition favorably.

WITHDRAWAL OF MOTION III

Professor Robberecht then WITHDREW Motion III.

MOTION IV

Professor Robberecht MOVED as follows:

> THAT, inasmuch as an AB/F is considered to be an academic failure, and whereas Mr. Delaney was warned about the consequences of a failure during his probationary year as a non-matriculated student, his petition therefore be denied.

The Chairman stated that the central question was whether Delaney had failed the course because he had not sought permission to withdraw from it. The Faculty claimed that non-withdrawal constituted failure. The petition claimed that the record did not show Delaney to be a failing student. His petition read, in part: "I feel that the fundamental issue before the Executive Committee of the Faculty is whether or not I have the ability to succeed at the University level, and not my failure to withdraw from a course formally."

Professor MacKenzie noted that Delaney's record demonstrated that he was not lacking in academic ability. Rather, he was guilty of carelessness and flouting of regulations. This was what worried her about the case, which, in a sense, hinged upon a technicality. However, she would support Professor Robberecht's motion because the Regulation was a fact. While Delaney had academic ability, he was careless and it was regrettable, if unavoidable in the circumstances, that he be required to withdraw.

Professor Robberecht agreed with Professor MacKenzie. He was not happy about the Regulation - it discriminated in a harsh way. But the regulation was clear and explicit. Perhaps, later, it could be suggested that an appropriate committee review the regulation.

6.1 Mr. Patrick J. Delaney, continued

The Chairman requested clarification from Professor Robberecht on which part of the regulation discriminated against the student.

Professor Robberecht stated that, to him, the harshness of the regulation lay in its requiring that a student withdraw from the Faculty because of one failure. It did not take into account how well he might have done in other courses, in this case four. In the same circumstances the regularly admitted student would be permitted to continue.

The Chairman asked if Professor Robberecht were willing to place his reservations on the point he had just mentioned and, together with the technicality of the AB/F find Delaney not guilty of academic failure.

Professor Robberecht stated that he was not, because of the specificity of the present regulation concerning the grade of AB/F with respect to the non-matriculated student. His reservations had principally to do with the fact that a non-matriculated student could not fail any of the subjects of his probationary year.

Professor Bueckert voiced reservation concerning the motion on the ground that it appeared to him that it had been the policy of the Faculty to read the regulations as meaning that the non-matriculated student must take five courses in his first registration. There was no evidence in the form letter to such students that the opportunity of taking the probationary year on a basis of other than a five-course registration in one year had been mentioned. He, too, viewed the regulation as harsh. It seemed to Professor Bueckert that there was leeway for dealing with the regulation "creatively". Were there not a sufficient number of factors in the case which could enable the Committee to vote in favor of the student without appearing to go against Faculty policy, he asked. He would abstain from voting: he could not vote for denying the petition as he considered that, on a creative basis, leeway could be shown.

The Chairman introduced two points, to clarify the Record:

1) There was no question of the power of this appeal body on petitions. Though it could not change a regulation, it could make an expressive ruling to waive a regulation, if it saw fit.

2) Members of the Committee had expressed concern about requiring non-matriculated students to take five courses in one academic session; they were not required to do so. Delaney, in fact, had requested permission to take 5½ courses in the second term. The issue was whether his absent-failed grade convicted him of an academic deficiency not permitted to non-matriculated students.

6.1 Mr. Patrick J. Delaney, continued

Professor Robberecht enquired whether the issue might not be solved by recording the AB/F as a failure, and allowing Delaney to continue on the condition that he add another half-year course to his academic load for the next session to meet the conditions of admission. If he were to fail again, he would then be required to withdraw.

The Chairman stated that if the Committee upheld Delaney's petition he would still be short a course in English. Until this deficiency were corrected, Delaney would not receive credit in any of his other subjects. There was only one thing which the Committee could do if it upheld the petition and that was that, Delaney's failure notwithstanding, he was *not* required to withdraw from the general B.A. program. All other regulations would then continue: e.g., he would have to make up a full course in English - although the Committee might have to address itself to whether or not he would be permitted to fail the course again as, by such a decision, Delaney would have been put into a special classification.

VOTE ON MOTION IV

The question was then called, and MOTION IV was CARRIED by a vote of 3-2-1. Mr. Delaney's petition was therefore DENIED.

NOTICE OF MOTION

Mr. McLaren then gave Notice of Motion that consideration of the regulations governing the admission and continuance of non-matriculated students in degree programs be placed on the Agenda of a future meeting. The Executive Committee might decide to refer the question to another Committee for "in-depth" consideration.

6.2 Mrs. Sue A. Andrew

At the close of the 1966-67 Academic Session, Mrs. Andrew had completed 7 of the 15 subjects required for the general B.A. Degree. At that point her husband was transferred to Vancouver, and Professor Blackley, Associate Dean, granted Mrs. Andrew permission to complete a five-course registration at the University of British Columbia as a visiting student. He had stipulated, however, that the remaining three courses be taken on this campus.

On July 13, 1972, Mrs. Andrew wrote to request permission to complete all remaining subjects for the University of Alberta's general B.A. degree as a visiting student at the University of Calgary: in effect, her request was for permission to complete *eight* courses at universitie other than the University of Alberta for this University's B.A. degree.

MOTION

Mr. Nuttall MOVED that her petition be denied.

VOTE

The question was PUT, and the motion was CARRIED.

6.3 Mr. Daniel Patrick Carroll

Mr. Carroll, a student entering the fourth year of the Honours Program (Philosophy), submitted a request for permission to take the fourth year at the University of Victoria. His case had been reviewed by Professor M.W. MacKenzie, Chairman of the Faculty's Honours Committee, and by Professor R.A. Shiner, Acting Chairman of the Department of Philosophy. While Professor Shiner had recommended that the Committee

6.3 Mr. Daniel Patrick Carroll, continued

look favorably upon Mr. Carroll's request, concern was expressed that Mr. Carroll had not advanced a specific reason for his petition.

MOTION Professor Eastman MOVED that the Faculty Office be authorized to grant the request, subject to the following conditions:

1) That Mr. Carroll be seen by Student Counselling Services, the Service to submit to the Faculty Office a written endorsation of the request, if, in their judgment Mr. Carroll's reasons for wishing to complete his degree elsewhere were sound; and,

2) That the Departments of Philosophy here and at the University of Victoria develop a fourth-year program acceptable to the Faculty and to the Chairman of its Honours Committee.

VOTE The question was PUT and the motion was ADOPTED.

6.4 Mrs. Leslie E. Crothers

The Secretary advised the Committee that, by ballot circulated in June, it had approved Mrs. Crothers' request for permission to complete the final course required for this University's general B.A. degree as a visiting student at the University of Victoria.

6.5 Darlene Marie Hayduk (Mrs. Robert D. Clarke)

At the end of the 1970-71 Session, Miss Hayduk had completed 12 of the 15 subjects required for the general B.A. degree.

Now married and living in New Jersey, she submitted a petition for permission to complete the remaining three subjects as a visiting student at University College of Rutgers University.

MOTION Professor MacKenzie MOVED that the request be granted.

VOTE The question was PUT and the motion was ADOPTED.

6.6 Mr. Joel L. Margolus

The Secretary advised the Committee that, by ballot circulated in June, it had approved Mr. Margolus' request for permission to complete 5 of the 5½ subjects remaining to satisfy degree requirements as a visiting student at the University of British Columbia. It was stipulated that the last half-year course be taken on this campus, however.

6.7 Mr. Leonard J. Pazder

Having failed two of four subjects taken in his last registration, the third year of the Four-Year B.A. (Special) Program, Mr. Pazder was automatically placed in Category C. His Q.I. for the year was 1.9.

He was required to withdraw from the Faculty because of his failure, and, as this was the second time he had been placed in Category C, he could be readmitted only by special permission of the Dean.

Mr. Pazder was informed thereof in writing; Professor Blackley had also cancelled his registration in the Spring and Summer Sessions.

6.7 Mr. Leonard J. Pazder, continued

He disregarded Professor Blackley's cancellation of his registration in the Spring Session, and continued to attend classes in English 373. Though not authorized to do so, he also wrote the examination, and passed In the circumstances, the grade could not be regarded as official.

Mr. Pazder petitioned that the Executive Committee:

a) reconsider cancellation of his registration in the 1972 Spring and Summer Sessions;

b) that it grant formal recognition to the unofficial grade attained in English 373 following the Spring Session; and,

c) that it waive the regulation requiring compulsory withdrawal from the Faculty as a consequence of his failed year.

MOTION Professor Bueckert MOVED that Mr. Pazder's petition be denied.

VOTE The question was PUT and the motion was CARRIED.

6.8 Mr. Mon-Art D. Pon

Mr. Pon transferred from the Faculty of Science to the Faculty of Arts on August 20, 1971, and was granted four advanced credits.

During the past session one of the courses taken was French 100, required to clear his matriculation deficiency in a language other than English at the 30-level.

He received a 3-S grade in French 100, and also in Philosophy 347(½) and English 275(½). These results placed him in Category B, a student whose academic results are unsatisfactory, but who is entitled to supplemental privileges.

Mr. Pon refused to write supplemental examinations in Philosophy 347 and English 275. In addition, he requested that the Faculty waive the requirement concerning the satisfaction of matriculation deficiencies.

MOTION Professor Eastman MOVED that his request be denied.

VOTE The question was PUT and the motion was ADOPTED.

The Secretary was instructed to inform Mr. Pon that the Committee urged him to write a supplemental examination in each of the courses which he had failed, including French 100. Mr. Pon was also to be informed that if he chose to disregard this advice, he would be permitted to continue his studies in the Faculty in the 1972-73 Session only as a probationary student, and that, in this event, his registration must include a language other than English at the 100-level to clear his matriculation deficiency.

6.9 Mr. Patrick H. Reid

Mr. Reid transferred to the Faculty of Arts from the Faculty of Education in July 1971. He was granted four advanced credits, and permission to take a six-course registration in the 1971-72 Session. One of the courses taken was German 100 - selected by Mr. Reid to clear his matriculation deficiency of a language other than English at the 30-level.

6.9 Mr. Patrick H. Reid, continued

Mr. Reid experienced difficulty with German 100, but did not withdraw from the course and did not write the final examination. As a result he received the grade of AB/F and, because the subject was taken to clear his matriculation deficiency, was informed that he could not continue as a student in this Faculty until he cleared the deficiency, either by supplemental examination, or by obtaining the necessary credit in an acceptable subject at the 30-level.

He petitioned that the regulation requiring withdrawal from the Faculty until the matriculation deficiency were satisfied be waived. If the Committee endorsed his request, his plan was to take French 100 in the next academic session to clear the deficiency.

The Committee noted the high level of his academic attainment in all subjects except German 100.

MOTION Professor Eastman MOVED that Mr. Reid's request be granted, on the understanding that the matriculation deficiency be cleared in the next academic session.

VOTE The question was PUT and the motion was ADOPTED.

6.10 Mrs. Anne E. Taschuk

Mrs. Taschuk completed the second year of the Honours Program in Political Science in the spring of 1972.

She requested permission - because of family responsibilities and financial considerations - to decrease her course load and to extend the last two years of her Program over a three-year period, without being required to withdraw from the Honours Program.

She proposed to divide her course load as follows:

1972-73	3 courses
1973-74	4 courses
1974-75	3 courses

Her request was endorsed by Professor J.P. Meekison, Chairman of the Department of Political Science.

Discussion established that the Executive Committee was disinclined to approve of a reduction in her course load other than to four subjects. It was noted that the Executive Council, at its March meeting, had endorsed the extension of a regulation originally adopted in March 1971 whereby a student might reduce the course load in any given year to four without being required to withdraw from the Honours Program - provided the request was approved by the Chairman of the Department, the Chairman of the Honours Committee, and the Dean of the Faculty.

MOTION Professor Bueckert MOVED that Mrs. Taschuk be permitted to register in four courses in the 1972-73 Session, without being required to withdraw from the Honours Program.

VOTE The question was PUT and the motion was CARRIED.

The Secretary was instructed to inform Mrs. Taschuk that her request to take the remaining courses in a 3/4/3 sequence would be placed before the Honours Committee, but that her course selection for 1972-73 should be made in recognition of the possibility that the Honours Committee might not accede to her request.

6.11 Mrs. Hope Tower

Mrs. Tower was born in 1899. In 1961 she completed work for this University's Bachelor of Education degree, and thereafter enroled in a B.A. after the B.Ed. Program.

She petitioned that the Faculty recognize History X31, a course taken by correspondence in 1951 from the University of Saskatchewan. The request had been denied some years ago. However, as she had completed all requirements for the B.A. degree except for one subject, she submitted the request again on the ground of hardship imposed by advancing years.

MOTION Mr. Nuttall MOVED that her request be granted.

VOTE The question was PUT and the motion was ADOPTED.

7. POINTS ARISING FROM ADOPTION OF THE REPORT OF THE FACULTY'S AD HOC COMMITTEE ON FINAL EXAMINATIONS

Members had before them a letter from the Secretary, which read as follows:

"The Report of this (ad hoc) Committee was adopted by Arts Faculty Council on May 16, 1972. Recommendation 7 was subsequently submitted to the Secretariat for ratification by GFC, as it pertains to University Regulations. It has been endorsed by the Executive Committee of GFC, and will be submitted to GFC at its September meeting with the recommendation of the Executive that it be approved.

Two problems have arisen.

The first pertains to Recommendation 1, which reads:

> "That, within the limitations imposed by the recommendations which follow, all decisions regarding final testing in courses at the 300 level and higher be placed under the jurisdiction of the Department concerned, but that in courses at the 100 and 200 level such decisions continue to remain under the final jurisdiction of the Faculty."

The nature of the problem is reflected in a letter from Professor H.T. Lewis, Chairman of the Department of Anthropology, which reads, in part: "The students in Anthropology 317 were given . . . the option of taking their cumulative grade from the mid-term and term paper (which involved a comprehensive coverage of the course material) and taking this as their final grade if they wished to forego the final examination."

In essence, the concern is this: while recognizing the freedom accorded to Departments under Recommendation 1, do we approve of the approach of making examinations optional, without controls?

The second problem pertains to Recommendation 7, which reads:

> "That in certain courses (e.g. foreign language courses at the 100 and 200 levels), where regular testing is conducted throughout the year at frequent intervals, provision be made for reducing, at departmental request, the weight of final testing to less than the present minimal 30 per cent."

7. POINTS ARISING FROM ADOPTION OF THE REPORT OF THE FACULTY'S AD HOC COMMITTEE ON FINAL EXAMINATIONS, continued

Professor R.A. Shiner, Acting Chairman of the Department of Philosophy, submitted a request to former Dean Smith on June 6, 1972, re. Philosophy 250 (Introduction to Logic) and Philosophy 360 (Symbolic Logic). He stated: "It seemed to me that (these courses) satisfy the description which the Bilsland Committee had in mind of courses to which this Recommendation would apply." He requested permission to have the weights for the final examination in each lowered to 20%.

While the Bilsland Committee did not confine application of Recommendation 7 to any given discipline, the preamble to the Recommendation makes it abundantly clear that the Committee had language courses in mind."

The Chairman reported that the Executive Committee of GFC had considered the proposal and would recommend to GFC at its September meeting that any residual GFC authority with respect to final examinations be delegated to faculties. For all practical purposes, therefore, the Report of the ad hoc Committee had been approved.

MOTION TO TABLE After short, general discussion of the problem posed by Professor Lewis' having made the choice of a final examination in Anthropology 317 optional, Professor Bueckert MOVED that the question be tabled, and discussed at a future meeting.

VOTE The question was PUT and the motion was CARRIED.

The Chairman then referred to Professor Shiner's request concerning Philosophy 250. As a junior level course, examination arrangements in connection therewith remained under the jurisdiction of the Faculty. He noted that the Bilsland Committee had prefixed Recommendation 7 with the statement that "In the case of (foreign language) courses, where frequent periodic testing has occurred, the Committee saw grounds for recommending a modification of the University requirement, and proposes, therefore, a seventh recommendation, this being of a very limited applicability:".

Dean Baldwin stated that as the Regulations were new, as the Report was adopted by Council by but one vote, and as Recommendation 7 obviously was intended to apply to language courses, he was not disposed to grant Professor Shiner's request.

Several members expressed reluctance to grant the request, sharing the view expressed by the Chairman, that the Regulation was intended to apply only to language courses.

Professor Eastman stated that he would support the request. In this particular course, as in language courses, students gained skills gradually. As was the case with language courses to which the Bilsland Committee had addressed itself, exercises and tests were given during the year to test the acquisition of these skills. The reasons for recommending a reduction in the weight of the final examination in foreign language courses at the 100 and 200 levels applied with equal force to Philosophy 250. The analogy was not strained; in the case of each type of course there was, throughout the year, continuous assessment of developing skills.

7. POINTS ARISING FROM ADOPTION OF THE REPORT OF THE FACULTY'S AD HOC COMMITTEE ON FINAL EXAMINATIONS, continued

MOTION Professor Eastman then MOVED as follows:

> "THAT the request be returned to the Department of Philosophy for further documentation as to the reason why the Department felt that the weight of the final examination should be reduced to 20%; that it be pointed out that no request had yet been entertained under the terms of the Bilsland Committee Report, but that each submission, including those from language departments, would be considered on its own merit."

VOTE The question was PUT and the motion was CARRIED.

8. ADJOURNMENT

The meeting adjourned at 5:00 p.m.

CHAIRMAN

July 26, 1972

APPENDIX.
(ref. item 3)

A Brief Recommending Expansion of the Terms of Reference for the Arts Faculty Library Committee.

Background.

In the early sixties, during a period of rapid expansion, it became apparent that individual library budgets would be insufficient to meet the needs of the Faculty of Arts as a whole. Obviously, many titles and collections, necessary for research in the Humanities and Social Sciences in general, were either too expensive or too tangential in application to be included in one department's budget. The Arts Faculty Library Committee was created to look to these needs. Its initial terms of reference were --

> To advise the University Library Committee on the purchasing of items useful for the Humanities and Social Sciences and to urge their purchase. These items would primarily include the following:
>
> 1) Material which cuts across several disciplines so that no one department is willing to expend its funds to obtain it, but which the Library should have.
>
> 2) Material which is too expensive for any one department or consortium of departments, e.g., the publications of the British and European academies.

Because of later complications and difficulties, the A.F.L.C.'s terms of reference were broadened:

> To give it the right to negotiate, including budgetary considerations, with the University Library Committee insofar as its own proposals were concerned. It was understood that existing budgetary and acquisition procedures of departments would not be interfered with in any way.

Accordingly, a want list was developed, subsequently trimmed to include only series and periodicals. This list served for some time as the basis for fund requests. Within the past two years, however, the bulk of the original list has been acquired. The U.L.C. has become reluctant to release funds for the remainder, or for similar lists based upon the same principle. The A.F.L.C. feels, nevertheless, that want lists, particularly for such weak areas as Fine Arts and The History of Ideas, are still of great importance to the Faculty of Arts, and wishes to retain this activity as one of its terms of reference.

There are now, however, several new problems to contend with, of at least equal importance with bargaining for funds to increase the general acquisitions. First, as departments within the Faculty have proliferated and grown to disparate sizes, their library committees have lost contact with one another and pursued their own special interests. At times this has led to seeming conflict in their expressions of need to the Library itself. Hence the Library is in the unfortunate position of attempting to satisfy overlapping, oblique, or even contradictory desires, or even acting as mediator for Arts Faculty departments. Second, small departments have found that they have only a proportionately small influence upon Library decisions. Third, the Faculty of Arts appears to have no coherent and forceful expression of policy upon which the Library can act. Fourth, and vitally important, Rutherford II, devoted specifically to the Humanities and Social Sciences, is nearing completion, and the Faculty has as yet made no clear and detailed proposals regarding the use of its facilities and personnel. Indeed, it would appear that the Faculty has not even given any consideration to this matter.

Last, and equally important, faced with successive budget cuts, the University Library Committee has begun an analysis of the uses which departments make of their annual allocations. A major finding is that several areas of common interest are being developed, some by as many as six departments acting independently of one another. As a result, U.L.C. has diverted more money to the General Development Fund, and will seek further coordination of development among departments in these and any new areas which emerge.

Recommendations.

In order to meet these evolving, and complex, needs, the Arts Faculty Library Committee requests the following additions to its terms of reference.

1) To become a forum for discussion of divergent or conflicting needs of individual departments, without usurping department prerogatives.

    In this way the Committee may smooth areas of apparent conflict and aid the department library committees in reaching accommodation. It may also provide the influence of the entire Faculty to requests of individual departments. Finally, it may improve the awareness of all department committees and promote understanding and cooperation among them.

2) To provide clear and consistent direction to the University Library Committee and to the Library Administration on matters which concern the Faculty of Arts as a whole, such direction in no way to usurp department prerogatives.

    It is clear from the appended statement by Mr. Turner, Associate Librarian, that this is desired by the Library. In addition, it may be noted that other Faculties regard this as a function of their library committees, as illustrated by the statement by Prof. Holdaway re: the Faculty of Education's Library Committee.

3) To act as a forum for discussion of desires and needs of the Faculty of Arts specifically related to Rutherford II, without usurping department prerogatives.

    Again, it may be seen from Mr. Turner's statement that the Library would welcome, in fact has initiated the request for, this step.

The Arts Faculty Library Committee feels that these are matters of great importance and expediency, and would much appreciate action by the Dean as soon as possible. The Executive of A.F.L.C. would like to begin work on 3) above during the summer months.

Respectfully submitted,

(Signed) H. A. Hargreaves

Chairman,
Arts Faculty Library Committee.

(excerpt from letter of)

TO: Professor H. A. Hargreaves, Chairman
Arts Faculty Library Committee,
Department of English

DATE: January 10, 1972

FROM: G.G. Turner, Associate Librarian

I should like to suggest, as an outsider, that the Committee seek terms of reference which would enable it to consider the services and facilities offered by the Library to members of the Faculty of Arts, and to discuss these with appropriate representatives of the Library. I feel that this would be particularly appropriate with the pending establishment of a humanities and social sciences library in the Rutherford Complex upon completion of Rutherford II. In this connection I would suggest that the Committee consider adding to its membership the head of the Humanities and Social Sciences Reference Department, Mrs. Olga Anderson.

(excerpt from letter of)

TO: Dr. H. A. Hargreaves
Department of English

DATE: February 22, 1972

FROM: Dr. E. A. Holdaway
Educational Administration

The FELC is composed of the six (6) library representatives from each of our departments -- these representatives are nominated individually to the Dean by the Department Chairmen. In addition, the Coordinator of the Curriculum Laboratory has been added to the FELC this year.

We meet on the first Monday of each month, September-April, together with the Education Librarian (Mr. Weese) and the Education Reference Librarian (Miss Rhyason). Mainly we discuss matters relating to ordering, but have recently discussed microfilming, thesis collection, historical collection, xeroxing charges, library hours, relationship with audio-visual operations in the faculty, and thesis borrowing periods.

We act mainly, I imagine, as a committee which facilitates communication between the professional librarians and the academic staff. Most of our motions are in the form of recommendations to the library staff.

MINUTES of a meeting of the Executive Committee, Faculty of Arts, held at 10:00 a.m. on Wednesday, August 30, 1972, in the Senate Chamber, Arts Building.

PRESENT: Dean R.G. Baldwin, Chairman; Professors F.F. Bueckert, R.R. Hett, M.W. MacKenzie, J.O. Orrell, P.A. Robberecht; Mr. Barry McLaren; A.L. Paterson, Faculty Secretary.

1. MINUTES OF THE MEETING OF JULY 26, 1972

The Minutes of the previous meeting were unanimously APPROVED.

2. BUSINESS ARISING

2.1 STANDING COMMITTEE TO REVIEW THE ACADEMIC PRINCIPLES & AIMS OF THE FACULTY

The Chairman reported that all departments had now named delegates to the Committee. With respect to membership the Committee was therefore complete, with the exception of student representation. The Executive Committee had adopted a motion with respect to student representation at its last meeting. It was therefore in order that the Committee should meet. A convener could be appointed to call the first meeting, at which the Committee could elect its Chairman; alternatively, the Executive Committee could select a Chairman. It was a matter of urgency that the Committee be provided with terms of reference, he continued.

Professor MacKenzie felt that if the Committee were to select its Chairman, it should be stipulated that this not be done at the first meeting. It would be preferable that the appointment of a Chairman be on a pro tem basis, initially.

MOTION After short discussion, Professor Robberecht MOVED that the Dean serve as the Committee's Chairman on a pro tem basis.

VOTE The motion was ADOPTED by unanimous vote.

2.2 DISPOSITION OF DELANEY PETITION

Members had before them copies of a letter from the President to Mr. Delaney, informing Delaney that the Executive Committee of GFC had "decided to waive the regulation by means of which you would have been required to withdraw from the University of Alberta."

The Chairman stated that the basis for the GFC Executive Committee's decision was contained in the letter; there had been no other correspondence. He had been present at the meeting, and had voiced the opinion that the GFC Executive was not the proper body to hear the appeal, in response to a question from the President. He had stated that he "would not be the instrument of procedural protest after the fact, if the Committee in its wisdom decided deliberately . . . to hear the appeal.", but that "if the Committee deliberations on appeal took them in the direction of questioning the regulation itself (he) would . . insist that Deans' Council . . . be drawn in on the discussions at very least."

The Committee gave assurance that the grounds of their decision on the appeal "would not turn on the validity of the regulation."

After deliberation, the GFC Executive Committee reversed the decision of this Committee: it was of the opinion that Delaney had "measured up" within the "spirit" of regulations governing the admission of

2.2 DISPOSITION OF DELANEY PETITION, continued

non-matriculated students in that, despite the AB/F, he had attained a GPA of 4.5. In addition, the Committee was of the opinion that Delaney was a "unique" student, an outstanding member of the student political community. It questioned whether this Committee had taken that fact into account in its deliberations.

The decision of the GFC Executive Committee made it imperative that this Committee give consideration to its Notice of Motion with respect to the regulations concerning non-matriculated students at an early date, the Chairman stated.

2.3 PROBLEMS ARISING WITH RESPECT TO FINAL EXAMINATIONS ON ADOPTION OF THE REPORT OF THE FACULTY'S AD HOC COMMITTEE ON FINAL EXAMINATIONS

The Chairman stated that the ad hoc Committee had concluded that departments were closest to the problem of the nature of final examinations; it therefore had recommended that henceforth departments have responsibility for the control of examination requirements in all respects - except for courses at the first-year level - subject to several general guidelines.

2.3.i This Spring the Department of Anthropology had generated a problem by making the final examination in Anthroplogy 371 optional: in lieu of final examinations, students were given the choice of taking their cumulative grade from the mid-term examination and term paper as their final mark if they wished to forego a final, formal examination

The Committee had discussed the matter briefly at its last meeting, had questioned the propriety of the arrangement, but had adopted a motion to table the question.

MOTION Professor Bueckert MOVED that the matter be lifted from the table.

VOTE The motion was ADOPTED by unanimous vote.

The Chairman stated that if the Faculty Office had been consulted in advance, it probably would not have accepted grades for the course in question, but rather would have approved the designation of Pass or Fail only. He enquired whether members of the Committee felt that the arrangement for Anthropology 371 did not fall under the terms of the Report of the ad hoc Committee on Final Examinations. Personally, he felt that it did.

A member voiced uneasiness about the arrangement, in that the student in question probably had been given an advantage over the rest of the class.

Professor Orrell was of the opinion that when this type of option was offered, department chairmen should be warned that a contract with the students should be made in writing. The Chairman noted that the Bilsland Committee regarded a formal final examination as the "norm"; he would prefer that every "abnormal" examination arrangement for a class be treated as Professor Orrell had suggested.

2.3 PROBLEMS ARISING WITH RESPECT TO FINAL EXAMINATIONS ON ADOPTION OF THE REPORT OF THE AD HOC COMMITTEE ON FINAL EXAMINATIONS, cont'd

2.3.i Professor Hett made two suggestions: 1) that annually, at the commencement of the academic session, departments advise the Faculty Office of their proposed final examination arrangements for each course; and, 2) That, with respect to each course, the duties of the student be embodied in the course description. The "contract" would then be the student's registration in the course.

While the propriety of the arrangement with respect to Anthropology 371 was open to question, he felt that it would not be advisable at this point to attempt to reverse it.

The Chairman enquired whether the Committee was disposed to advise him to incorporate into the Faculty Office's initial communication with departments the strong recommendation that they advise both the Faculty Office and each class of any proposed departure from the "norm" in final examination arrangements.

Professor MacKenzie felt that the Dean could and should advise departments to adopt this approach.

Professor Hett suggested that departments be instructed 1) to advise the Dean of the way in which each of their courses would be examined; 2) that uniform treatment had to be accorded to every student in a class; and, 3) that departments be warned that, while the Faculty Office would probably accept grades as submitted, it was not bound to do so. In reply to a question from the Chair, Professor Hett stated that he would regard treatment as being uniform if the options re final examinations were made clear to all students in a class at the beginning of the year.

AGREEMENT The Committee agreed that it would endorse a statement confirming the ad hoc Committee's suggestion that final examinations were generally acceptable, and that, while instructors were free not to administer the usual type of formal examination, this was not to be construed as an "open invitation" to administer examinations of other than the normal type.

2.3.ii At its meeting of July 26, 1972, the Committee gave consideration to a request from Professor R.A. Shiner that the Department of Philosophy be permitted to reduce the weight of the final examination in Philosophy 250 from 30% to 20%, in accordance with Recommendation 7 of the Report of the ad hoc Committee on Final Examinations.

The Committee was reluctant to approve the request, which was referred back to the Department for further documentation. Members had before them copies of Professor Shiner's detailed reply.

Discussion established that the Committee was still of divided opinion.

2.3 PROBLEMS ARISING WITH RESPECT TO FINAL EXAMINATIONS ON ADOPTION OF THE REPORT OF THE FACULTY'S AD HOC COMMITTEE ON FINAL EXAMINATIONS, cont'd

MOTION I Professor R.R. Hett MOVED that the request be denied.

VOTE The question was PUT; the motion was DEFEATED.

MOTION II Professor Bueckert then MOVED that the request be approved on a continuing basis, as long as arrangements with respect to the course as outlined in Professor Shiner's letter of August 29 continued to remain in effect.

VOTE The question was PUT; the motion was CARRIED.

3. COMMITTEES

3.1 FACULTY TENURE COMMITTEE

Members had before them the list of faculty members on the above Committee. Having completed their two-year period of elected office, Professors E.C. May (Classics), S. Rose (English), and L.H. Thomas (History), had to be replaced.

The Chairman called for nominations. The following were nominated:

Humanities		Social Sciences	
Joan D.W. Crowther	English	F.A. DeLuna	History
Alison Forbes	Art & Design	J. King-Farlow	Philosophy
(Thomas Rolston (alternate to Forbes	Music	T.C. Pocklington	Pol. Sci.
		M.D. Stewart	Economics
Bernard Rochet	Romance Lang.		
(Richard Young (alternate to Rochet	Romance Lang.		

It was agreed that each of the nominees - and alternates, when necessary should be contacted to assure their willingness to serve, if elected.

The list of nominees would be presented to Arts Faculty Council for ratification on October 30. Following Council's approval, election would be held by Faculty Ballot, which would provide for the election of two representatives from the Humanities, and one from the Social Sciences.

3.2 SOVIET & EAST EUROPEAN STUDIES COMMITTEE

Members had before them copies of a letter from Professor M. Gulutsan (Chairman of the SEES Committee) which, in part, referred to the appointment of Dr. O. Zujewskyj to the Committee as Professor Schaarschmidt's replacement.

MOTION It was MOVED by Professor Bueckert that Zujewskyj's appointment to the SEES Committee be approved, subject to Professor Schaarschmidt's confirmation of his recommendation.

VOTE The question was PUT; the motion was CARRIED.

4. PETITIONS

4.1 Mr. Roy Henry Funk

A student in the general program, Mr. Funk had completed six credits towards his degree at the end of the 1971-72 Session. In addition, he had registered in 1½ courses in each of the 1972 Spring and Summer Sessions.

On the ground that he had to work full-time to support himself while at University, he requested permission to undertake an Honors Program (Psychology) on the continuing arrangement of a four-course load per winter session and one per spring or summer session basis.

His request had been reviewed by Dean Baldwin and by Professors M.W. MacKenzie and W.A. Blanchard prior to the meeting. His request was not endorsed for several reasons, amongst them being that the Honours Program and Regulations were under review, and that an alternative in the four-year B.A. (Special) was open to him.

IOTION Professor Bueckert MOVED that Mr. Funk's request be denied for the present, and that Mr. Funk be urged to register in the four-year B.A. (Special) program.

OTE The question was PUT, and the motion was CARRIED.

Discussion followed, as a result of which the Secretary was instructed to advise Mr. Funk that the Honours Committee had the entire program, and regulations pertaining thereto, under review. Mr. Funk's request would be placed on the Agenda of the first meeting of the Honours Committee in the 1972-73 session. If the Honours Committee were to accede to his request, or if, during its review of the Program during the Winter Session it saw fit to alter present regulations, the Faculty Office would make every effort to facilitate Mr. Funk's enrolment in the Honours Program. In the circumstances, the suggestion should be made to Mr. Funk that he consult with the Honours advisors in the Department of Psychology in order that his selection of courses for the 1972-73 Session might closely parallel those which would be taken were he registered in an Honours Program.

4.2 Mrs. Kerry L. Lewis

The Secretary advised the Committee that, by mail ballot, it had approved Mrs. Lewis' request for permission to complete requirements (three subjects) for the general B.A. degree as a visiting student at York University, Toronto.

4.3 Miss Linda C. Nolan (Mrs. L.C. Tseu)

At the close of the 1970-71 Session, Miss Nolan had completed three years of the combined BA/LLB Program. Now married and living in Hawaii, she intended to obtain her LLB degree from the University of Hawaii. However, she was ineligible for admission to the LLB Program at the University of Hawaii until she had earned her B.A. degree. As Hawaii's B.A. program was of four years' duration, she requested permission to complete requirements for the University of Alberta's general B.A. degree as a visiting student at the University of Hawaii.

4. PETITIONS

4.3 Miss Linda C. Nolan (Mrs. L.C. Tseu)

MOTION Professor Orrell MOVED that Miss Nolan's request be granted.

VOTE The question was PUT; the motion was CARRIED.

4.4 Mr. Leo J. Normandeau

Mr. Normandeau was admitted in the Spring of 1972 to the fourth year of the Honours Program (Anthropology), on a transfer basis from the third year of the General B.A. Program.

To compensate for having withdrawn from English 373 in the past winter session, he enrolled in Geography 402 in the 1972 Summer Session, in order that he might have 15 full credits on commencing the fourth year of the Honours Program in the Fall of 1972.

Severe domestic affliction made it impossible for him to continue in the course after August 1; neither was it possible for him to write the examination.

He therefore applied for Aegrotat Standing. His request was approved by Dean Baldwin, Professor M.W. MacKenzie, and Professors H.T. Lewis and C.R. Wilson of the Department of Anthropology. Professor M.F. Archer, the instructor of Geography 402, endorsed his request as well.

MOTION Professor Hett MOVED that the Committee approve Mr. Normandeau's request.

VOTE The question was PUT; the motion was CARRIED.

4.5 Mr. Michael A. Oakley

The Chairman reviewed Mr. Oakley's case. As an English major, Oakley could not present for degree credit a '3' grade in a subject of concentration. Oakley had received a '3' in English 344 in the 1970-71 Session and, to complete the number of subjects required for the general B.A. degree, registered in English 407 in the 1971-72 Session. He again obtained a '3' grade, and was advised by the Faculty Office that his grade was 3S, when it should have been 3F as the term mark constituted 100% of the final grade in English 407. The Department of English had not reported on the examination returns that the term mark constituted 100% of the final grade, which was why the Faculty Office assigned the grade of 3S. On being informed that his grade was 3F, Mr. Oakley protested the ruling.

On reviewing the case, Dean Baldwin noted that Oakley had taken a sufficient number of courses in Philosophy (3) and in Art (3) to satisfy requirements for a Principal and Second subject of concentration in these areas. The difficulty lay in that the number of courses Oakley had attempted in English (5) exceeded the number of Principal and Second subjects in the "reconstituted" program.

In order that Oakley might qualify for his degree, Professor Baldwin enquired whether the Committee were willing to waive the regulation contained in Calendar Section 43.1.2 which stipulated that "no more than four courses may be taken for credit in any subject other than the subjects of concentration."

4. PETITIONS

4.5 Mr. Michael A. Oakley, continued

MOTION Professor MacKenzie MOVED that the requirement be waived in Mr. Oakley's case, thus enabling him to qualify for his degree.

VOTE The question was PUT; the motion was CARRIED.

4.6 Mrs. Galina Rybczynski

The Secretary advised the Committee that, by mail ballot, it had approved Mrs. Rybczynski's request for permission to complete two and one-half courses as a visiting student at Carleton University to satisfy requirements for this University's general B.A. degree.

4.7 Mr. Douglas R. Sinclair

Mr. Sinclair failed his first year, in the 1968-69 academic session. As a Category IV (now Category C) student, he was required to withdraw for one year. He re-registered in the first year of the general program in the 1970-71 session, passed two subjects, but did not write the final examinations in the other three courses of his registration. As a result he was given the grade of AB/F in each. Subsequently he claimed to have been ill during the final examination period; however, he had not obtained a certificate from his family physician. On approaching Student Health Services in July of 1971, he was informed that they could not certify as to his having been ill three months previously. The three AB/Fs placed him in Category C; he was again required to withdraw. Having twice been required to withdraw, he could not be permitted to register as a degree candidate other than by special permission of the Dean.

However, as a concession, Professor Blackley had permitted Sinclair to register as a Special Student in the 1972 Spring and Summer Sessions. He had registered for Political Science 300 in the Spring Session, and obtained the grade of 5. The examination results for Political Science 360, taken during the Summer Session were not yet available.

Mr. Sinclair would be permitted to register in the Fall as a Special Student, and planned to take 5 subjects. If he were to obtain a GPA of 5 or more in the 1972-73 Session, the Faculty Office had agreed to give consideration to an application for readmission as a regular student.

Mr. Sinclair petitioned for recognition of English 200 (3-F) and Political Science 200 (4) taken during his first registration in the 1968-69 Session, when he was classified as a Category IV (Category C) student. By General Faculties Council regulation, Category C students may, in such circumstances, retain credit only in subjects in which a grade of 5 or higher is received.

MOTION Professor Orrell MOVED that Mr. Sinclair's petition be denied.

VOTE The question was PUT; the motion was CARRIED.

4. PETITIONS

4.8 Mr. Joseph Woodward

Mr. Woodward formally transferred from the Faculty of Science to the Faculty of Arts on August 9, 1972. He was granted credit for the following courses, taken during the 1971-72 Session in the Faculty of Science: English 210, Political Science 200, Chemistry 250, Biology 298(½) and Physics 200.

However, on admission to this Faculty he was judged to have a matriculation deficiency in two areas: 1) a language other than English at the 30-level, and, 2) a subject from the Humanities group, also at the 30-level.

In the circumstances, he petitioned that he be granted degree credit for English 270, a half-year course (Readings in Poetry) which was taken during the past session in the Faculty of Science.

If recognition were to be granted a petition was mandatory in that Calendar Section 44.11.1 of this Faculty stipulates that "No more than one full session junior English course, or equivalent, may be offered for credit in a B.A. Program."

MOTION Professor Orrell MOVED that the petition be granted.

VOTE The question was PUT; the motion was CARRIED.

5. CANADIAN STUDIES PROGRAM

Members had before them copies of a letter from Dean Baldwin to Professor Motut, Chairman of the ad hoc Committee on Canadian Studies. A copy of the letter has been incorporated as an Appendix to the official record of the meeting.

The Chairman informed the Committee that the Board of Governors had approved the Canadian Studies Program, which the President would now submit to the Universities Commission for final approval. In the meantime, the Faculty would proceed as if the program had received approval at the Commission level.

Under Faculty legislation, the ad hoc Committee would continue to administer the Program during the transitional period, the Chairman continued. However, as Professor Motut had recently been appointed Acting Chairman of the Department of Romance Languages, it would be difficult for him to continue serving as the ad hoc Committee's Chairman. It was therefore necessary to select a replacement Chairman for the Committee, and Professors Meekison and Motut strongly recommended that the person selected be one whose association with the Committee was of long standing.

In fact, the Chairman continued, Professor Hett's name had been put forward in view of "his . . committed interest in the program, and his early membership on the Committee."

In reply to a question from the Chair, Professor Hett stated that he would be willing to assume the position. He then withdrew from the meeting to enable the Committee to discuss the matter.

AGREEMENT The Committee agreed unanimously on the choice of Professor Hett as Chairman of the ad hoc Committee.

On his return, Professor Hett accepted his nomination to the Chairmanshi of the ad hoc Committee.

6. REQUEST FROM REGISTRAR FOR LIST OF COURSES & INSTRUCTORS FOR REGISTRATION

Members had before them copies of the following letter to Department Chairmen from Mr. A.D. Cairns, Registrar, dated August 16, 1972.

> "At its meeting of March 6, 1972, I was instructed by the Executive Committee of General Faculties Council to ask every department chairman to prepare lists of the courses and course sections to be offered by the Department in the forthcoming Winter Session, with the name of the instructor indicated in each case (see Minute 68, GFC Exec, March 6/72)
>
> One copy of the list should be posted inside or at the entrance to the Department Office at the beginning of the week preceding registration (i.e. on August 28); at the same time, the others should be sent to the Deans and Directors of all Faculties and Schools whose students ordinarily register in one or more of your courses, so that they may be posted in the place where Part 2 of registration is conducted.
>
> The purpose of posting these lists is to enable students to consult them before selecting their courses and course sections and completing their course registration forms.
>
> The Executive Committee of General Faculties Council will appreciate your co-operation in this regard."

Discussion established that the Executive Committee was strongly opposed to the suggestion of the GFC Executive Committee.

It was unanimous in its opinion that the Dean should write to the Registrar to deplore, in strong terms, the action taken by the GFC Executive. It was felt that copies of the letter should be sent to department chairmen of this Faculty.

OTION Professor M.W. MacKenzie MOVED that the above action be taken.

OTE The question was PUT; the motion was unanimously ADOPTED.

7. GFC REFERRAL TO COUNCIL OF QUESTIONS CONCERNING AB/Fs

Members had before them several items of correspondence pertaining to regulations governing the treatment of AB/Fs. The correspondence has been attached as an Appendix to the official Minute of the meeting.

The issue arose when, on July 20, 1972, Dean Baldwin wrote to the Secretary of General Faculties Council drawing to his attention "ambiguities in the regulations covering the powers of a faculty to deal with a student who has been absent from a final examination without excuse, especially the student who might be deemed from a mathematical point of view to have passed a course on the basis of term work." Listed in the letter were "a number of pertinent (GFC) decisions that touch upon the subject:". Dean Baldwin had addressed the Executive of GFC on the subject at its meeting of August 14, 1972. Subsequently, letters were sent to Deans and Directors by the Secretary of General Faculties Council and by the President, with the request that the matter be discussed and opinions submitted to the Secretariat as soon as possible.

7. GFC REFERRAL TO COUNCIL OF QUESTIONS ARISING FROM AB/Fs, continued

The Chairman requested the Committee's advice on how the question might best be presented to Council for debate.

It was agreed that the issue should first be referred to the Committe on Academic Standing, that Committee to submit its Report to the Executive Committee, which would review the light of the Report prior to its submission to Council.

8. SUMMER AND SPRING SESSION ISSUES

The Chairman informed members that Associate Dean Blanchard would attend the Summer Session and Evening Credit Committee meeting on Friday, September 1. If the Executive Committee wished him to put forward observations additional to those contained in the minutes of the Department Chairmen meeting of August 23rd, suggestions would be welcome.

Members were of the opinion that at the Summer Session and Evening Credit Committee meeting, stress should be placed on the fact that the Faculty's "service load" virtually underwrote the cost of the Spring and Summer Session operation.

Professor Orrell felt that the Faculty should be entitled to offer low enrolment courses, partly in recognition of its contribution to the success of the operation through its "service load". Equally important, however, was recognition of the fact that certain low enrolment courses had to be offered if the definition of the role of the Spring and Summer Session Program were to be met.

9. TIMETABLE OF COUNCIL MEETINGS

For information purposes, members were given the list of dates and hours of Council meetings for the 1972-73 Session.

10. RECOMMENDATIONS ON UNIVERSITY OVERHEAD POLICY

Members had before them copies of a letter from the Chairman to Mrs. M.M. Midgley, Assistant Secretary of General Faculties Council, concerning recommendations on University Overhead Policy.

He had pointed out that, as the Faculty's involvement in research activities which carried an overhead grant was so minimal, referral of the question to its Council was not indicated. Rather, by copies of the letter, he had referred Dean J.R. McGregor's recommendations for consideration to Professor Hobart, Acting Chairman of the Department of Sociology, and to Professor R.G. Motut, Acting Chairman of the Department of Romance Languages. In addition, Associate Deans B.L. Evans and C.H. Moore were advised. Each had been requested "to notify Dean McGregor of any formal discussion of the matter undertaken by them so that he can be in attendance."

The Committee agreed that this approach was adequate.

11. OTHER BUSINESS

11.1 PETITIONS

Members had before them a letter from the Secretary which suggested that the Student Programs Section of the Faculty Office be authorized to deal with petitions which involved requests for approval for the taking of 2 - 3 courses elsewhere on a visiting student basis, in order that requirements for the University of Alberta's general B.A. degree might be satisfied. It was pointed out that such requests constituted the bulk of petitions which the Committee had had to consider. Contentious issues and cases of a more complex nature would continue to be referred to the Committee. The Secretary would screen all petitions, as in the past.

OTION Professor MacKenzie MOVED that the proposal be approved.

OTE The motion was ADOPTED by unanimous vote.

11.2 QUESTION OF ACCELERATION/DECELERATION

The Chairman stated that Professor R.A. Shiner had raised the question of acceleration/deceleration. He was of the opinion that Faculty Policies were unstructured and suggested that they be reformulated. Shiner was concerned with the principles involved, and felt that Faculty debate would be prolonged, and perhaps bitter.

In his reply to Professor Shiner, Dean Baldwin would prefer to indicate the Committee to which such a topic might be referred for study.

The consensus of opinion was that the topic should be referred to the Academic Principles and Aims Committee, in due course.

12. ADJOURNMENT

The meeting adjourned at 12:35 p.m.

CHAIRMAN

August 30, 1972

APPENDIX.
(Ref. item 5)

TO: Professor Roger Motut, Chairman of the
ad hoc Committee on Canadian Studies

DATE: August 29, 1972

FROM: R. G. Baldwin, Faculty of Arts

Re: Canadian Studies Program

I am pleased to be able to tell you that the Board has approved the Canadian Studies Program, although it did instruct the President to ask me once again whether it would not be possible for the Faculty to introduce the program under existing structures rather than as a new program, to which I replied with the arguments already on record in favour of its being established as a new program. He is carrying the submission forward from the Board to the Universities Commission as a result. In the meantime, we will proceed as if the program had approval at the Commission level.

Arts Council legislation provides that during this transition period the ad hoc committee continue to further preparations for the beginning of the program and presumably, therefore, that its chairman act during the interim. In view of your new responsibilities as Acting Chairman of Romance Languages, Dr. Moore discussed with you the possibility of a substitution. Dr. Meekison had suggested Professor Hett as a likely candidate, in view of his early and committed interest in the program and his early membership on the committee. The suggestion meets with the approval of Dr. Evans and Dr. Moore and me, and therefore unless I hear from you to the contrary, I propose to make this suggestion to the Executive Committee of the Faculty on Wednesday. I have not approached Professor Hett, but I understand that the suggestion will not come as a surprise to him, and I therefore presume that he would be willing to serve.

Reading minutes of a Special Meeting of our Curriculum Committee on May 5, 1972, I note your stating that members of the Committee would administer the program representing their various departments and the interests of the Committee. You suggested that procedures to be adopted by the Standing Committee would be up to them. Students' individual programs would be submitted to the Faculty Office for an overall check. In reply to a question put to you by Mr. Middleditch, you stated that students seeking admission to the program would consult with the chairman of the Committee, and the chairman would then contact the department concerned and the Faculty Office.

We must move immediately in this office, in consultation with whatever person emerges as interim chairman, to make arrangements to handle students wanting to participate in the program this year. If you have any observations on the necessary machinery, will you please let us have them immediately.

In early fall the Executive Committee will have to address itself to the question of a standing committee to administer this program, and whatever committee finally emerges will very early have to develop a statement for the 1973-74 Calendar.

August 30, 1972 APPENDIX - 2.

I'm not quite sure given the generally uncertain status of our student representation whether or not it will be possible for this interim committee to arrange for the election of three students to the Committee as required by our legislation, but that can be something for the members to take under consideration. Nor am I absolutely certain that the membership of your Committee is up to strength so that the interim functioning of it can proceed. And finally, I do not myself know whether there is an approved list of "Canadian" courses. These are questions which anyone receiving a copy of this memo can have a hand in answering.

(Signed) R. G. Baldwin,
Dean.

cc. Dr. C. H. Moore
Dr. B. L. Evans
Dr. W. A. Blanchard
Mr. R. J. Middleditch
Mr. A. Paterson.

APPENDIX.
(Ref. item 7)

August 30, 1972

TO: Mr. John Nicol, Secretary
General Faculties Council

July 20, 1972

FROM: R. G. Baldwin, Faculty of Arts

Dear Mr. Nicol:

Dr. F. D. Blackley, our retiring Associate Dean in charge of Student Programs, has brought to my attention a number of ambiguities in the regulations covering the powers of a faculty to deal with a student who has been absent from a final examination without excuse, especially the student who might be deemed from a mathematical point of view to have passed a course on the basis of term work.

There are a number of pertinent decisions of record that touch upon the subject:

1. A student who has an unexcused absence from a final examination, and who has not been granted a deferred final examination, shall be given a mark of 0 for the final examination, and his final average shall be computed in the normal way and included in the calculation of the year's combined average.

   GFC - 13 May/66

2. When a student is absent without acceptable excuse from a final examination, or has withdrawn failing from a course, his Grade Point Average will be computed only if the course in question has been taken in addition to a full course load.

   GFC - 27 March/67

3. Grade Point Averages shall not be computed in future if a student has been absent from one or more examinations. If he has an Ab.F. (Absent-Failed), the weight of the course in question would be included in the total weight of the courses attempted, and the grades obtained in his other courses would also be totalled on the Faculty Work Sheets. The Faculty could then, if it wished, determine his grade in the course in question on the basis of his term-mark, and calculate his G.P.A. for the purpose of deciding into which category he should fall.

   Executive Committee -
   13 February/68

In addition, the Registrar prepared an outline of the new Nine-Point grading system, which appeared in Folio, in January, 1968 and currently is on the back of all Course Record Books issued to University instructors. This says, among other things:

> "If a student is absent from a final examination no Final Grade should be entered on the Examination Return. Instead the instructor should enter the symbol Ab (Absent) opposite the student's name in both the Final Exams column and the Final Grade column. If it later transpires

> that the student's absence was unexcused, the Faculty Revisions Committee may consider the student to have a mark of zero in the final examination for the purpose of computing his grade point average and assign him a final grade of Ab.F. (Absent-Failed)."

Dr. Blackley discussed the above with the Registrar. He confirmed that the recommended action of a faculty revisions committee would be, if it wished, to assign the student a final grade of Ab.F. in the course in question. It might calculate a grade for the course on the basis of the term work and a zero for the missed final examination, using this grade only for the purposes of arriving at the student's G.P.A. For the Quality Index the course would count as a failure.

The Executive Committee decision of 13 February, 1968, clearly gives a faculty discretion in categorizing a student who is absent without excuse from a final examination. Does it, however, allow the faculty to say that a course cannot be passed unless the final examination is attempted?

This is but one question that will come to mind, I am sure, as members of the Executive survey existing regulations. It has immediate importance for us. We very much hope, however, that the Executive will, in addition to providing clarification on this one point, consider the principles that govern those regulations in general.

Yours sincerely,

(signed) R. G. Baldwin

Dean.

cc: Dr. W. A. Blanchard

TO: Deans of Faculties and Directors of Schools

August 15, 1972

FROM: John Nicol, Secretary, General Faculties Council

Re: Absence from Final Examinations

At its meeting on August 14, 1972, the Executive Committee of the General Faculties Council received the attached memorandum from Dr. R. G. Baldwin.

The Executive Committee agreed to invite all Deans and Directors to respond to the questions raised.

It would be appreciated if your replies could be received by this office for the Executive Committee before September 15, 1972, please.

APPENDIX-3.
(Ref item 7)

August 30, 1972

TO: Dr. M. Wyman, President

August 14, 1972

FROM: R. G. Baldwin, Faculty of Arts

Dear Dr. Wyman:

Re: Regulations Governing Treatment of Ab.F's

Thank you for allowing me to speak to the Executive of G.F.C. today about my letter of July 20th concerning ambiguities in the regulations governing the treatment of students who have been absent from final examination without excuse and have therefore been deemed to have failed a course. I think that the Executive is taking the right course in referring the questions I raised to faculties for discussion; I am concerned however that when the faculties are asked for their opinions, they not interpret the query simply to pertain to their present practices. Even from the short discussion given to the matter this morning, it became obvious that there are some very far-reaching issues at stake. I would therefore hope that in the covering letter that goes out from the Executive to the faculties, some of the ramifications of the questions concerning Ab.F's be spelled out.

There is of course first of all the specific question of how we are to deal with students who mathematically may be deemed to have passed a course on the strength of term mark alone but have failed because of their absence from the final examination. Obviously it is mathematically illogical that such a student should be failed. However, whether or not mathematics should be the final determinant here raises other questions concerning the philosophy of the grade point system. If as you said this morning it is possible for an instructor to arrive at a subjective assessment of a student's worth in a course, all things considered, specifically fixed percentage weight for term and final examination notwithstanding, then I suppose we do not need the classification Absent Failed at all. Theoretically, according to this interpretation, a student could by the instructor himself be given whatever grade point the instructor considered proper, without any reference to the final examination whatsoever. Nevertheless, in practice, these mathematical weights, especially since they derive their authority from a calendar regulation applying across the University, do come into play, for example in the matter of supplementals and reappraisals. I think it will only be possible for faculties to debate the question about Absent Failed students meaningfully if their terms of reference include this whole question of whether or not there is not a logical breakdown in applying mathematical weights to term and final examination under a grade point system which presupposes a subjective judgement not constrained by mathematics.

It seemed to me, with respect sir, that you yourself fell into an illogicality this morning when on the one hand you argued that mathematics dictated that a student having passed on the strength of term alone could not be failed simply for not walking into an examination and putting his name on the booklet, and at the same time spoke up for the virtual freedom of the instructor to disregard mathematical weightings in arriving at a final grade. The two positions do not seem to me to be compatible. To recapitulate, I believe that faculties in this context ought to be asked to discuss the question in the broadest possible terms, although there is need for an answer as soon as possible on the question of how we are to treat Absent Failed students in the immediate future. Essentially, the question turns on the fundamental issue of whether or not pedagogical objectives are being served by our formulating a number of our procedures pertaining to courses in mathematical terms. I must confess that as long as we have supplementals and a system for formal reappraisal, I do not myself see how we can get away from mathematical weights, but then I am not myself a supporter of either supplementals or the reappraisal procedure; I have argued elsewhere and I would continue to argue that neither of these in fact is any longer meaningful.

Yours sincerely,

(signed) C. H. Moore

for R. G. Baldwin
Dean.

TO: DEANS AND DIRECTORS

August 22nd, 1972

FROM: The President

I am enclosing a letter from Dr. R. G. Baldwin, Dean of the Faculty of Arts, outlining some of the difficulties in the treatment of people who miss final examinations.

I would like you to discuss this with the members of your faculty or school, and will have the matter placed on an agenda for Deans' Council.

(signed) M. Wyman
President.

August 30, 1972

APPENDIX
(Ref. item 10)

TO: Mrs. M. M. Midgley, Assistant Secretary,
General Faculties Council

August 28, 1972

FROM: R. G. Baldwin, Faculty of Arts

Re: Recommendations on University Overhead Policy

You have asked on behalf of the Executive Committee of G.F.C. that our Council express its opinion of certain recommendations made by Dean J. R. McGregor on University overhead policy before the issue is presented to G.F.C.

We have conducted an investigation internally to determine whether the involvement of this Faculty in research activities that carry an overhead grant is of sufficient magnitude to warrant a full-scale discussion in our Council. Our best information after careful investigation is that in the whole of our Faculty there are only four cases of grants involving an overhead allocation. Two of these are associated with projects in the Department of Sociology. They are grants held by Professors Snider and Abu-Laban. Two others are the responsibility of Professor Monod who gives a French course to people from the Public Service Commission. With so minimal an involvement, it does not seem to me that it would be useful for our Faculty to enter into an elaborate discussion of Dean McGregor's recommendations. By means of copies of this letter, however, I shall refer his recommendations for consideration to Professor Hobart, the Acting Chairman of the Department of Sociology, and Professor Motut, Acting Chairman of the Department of Romance Languages. In accord with your instructions, I shall ask them to notify Dean McGregor of any formal discussion of the matter undertaken by them so that he can be in attendance. I shall also ask them to submit to you directly any observations they may have.

If this procedure on the part of our Faculty does not seem to be in accord with the intent of the Executive Committee, will you please so advise me.

R. G. Baldwin,
Dean.

cc. Dr. B. L. Evans, Acting Associate Dean, Faculty of Arts
Dr. C. H. Moore, Associate Dean, Faculty of Arts
Dr. C. W. Hobart, Acting Chairman, Department of Sociology
Dr. R. G. Motut, Acting Chairman, Department of Romance Languages.

MINUTES of a meeting of the Executive Committee, Faculty of Arts, held at 10:00 a.m. on Thursday, September 28, 1972, in the Senate Chamber, Arts Building.

PRESENT: Dean R.G. Baldwin, Chairman; Professors F.F. Bueckert, W. Eastman, R.R. Hett, M.W. MacKenzie, J.O. Orrell, D. Young; Mr. B. Nuttall; Messrs. R.J. Middleditch, Assistant Director of Student Programs, and A.L. Paterson, Faculty Secretary.

1. MINUTES OF THE MEETING OF AUGUST 30, 1972

The Secretary stated that the minutes of the last meeting were in course of preparation. Not yet ready for distribution, they would be submitted for consideration at the next meeting.

2. BUSINESS ARISING

2.1 FACULTY TENURE COMMITTEE

The Secretary reported that several of those nominated at the last meeting had declined to stand for election. Additional nominations were needed for the Humanities section. The following were nominated:

Professors	R. Nielsen	Classics
	A. Munn A. Crighton	Music

2.2 SALARY AND PROMOTIONS COMMITTEE

The Secretary reported that, after the last meeting, it was discovered that Professor A. Buse, who was elected in November 1971 to the above Committee, was absent on sabbatical leave for the 1972-73 Session.

It was therefore necessary to replace him, and a letter had been sent to the Executive Committee on September 7, in which the following nominations were proposed:

A.B. Connell	Romance Languages
G. Hermansen (alternate)	Classics
B. Abu-Laban	Sociology
G. Kupfer (alternate)	Sociology
P.J. Cahill	Philosophy (Religious Studies)
R.N. Bosley (alternate)	Philosophy

The Committee had approved the slate of nominations, and the Secretary had then contacted those nominated. Professors A.B. Connell, B. Abu-Laban and P.J. Cahill had agreed to stand for election.

The slate would be presented to Arts Faculty Council for approval on October 30. Election by Faculty Ballot would follow.

2.3 FACULTY'S COMMITTEES - CONSIDERATION OF

On September 25, 1972, the Secretary had distributed to the Executive Committee and to Department Chairmen a revised list of Committees of the Faculty of Arts, together with a list, by Committee, of members on leave

The Chairman reported that the following Committees were at full strength:

2.3 FACULTY'S COMMITTEES - CONSIDERATION OF

Academic Principles and Aims
Course & Calendar Change Committee
Soviet & East European Studies Ctee., ID
Election Procedures Committee
Academic Standing Committee

Consideration was then given to the following Committees:

2.3.i RELIGIOUS STUDIES COMMITTEE

The Chairman stated that this Committee had not met for about a year and a half. Professor Cahill had questioned the wisdom of reactivating it. However, the Committee was a Standing Committee of Council and, as the question of whether Religious Studies should be accorded the status of a Department was under review (although the submission of a proposal was indefinite as to timing), it seemed advisable that the Religious Studies Committee should meet at an early date. Its recommendations would be submitted to the Executive Committee prior to the submission of a recommendation to Council.

Members of the Executive Committee agreed. The following replacement members were nominated to the Religious Studies Committee:

Professor Brian L. Evans - Chairman

" Roger A. Shiner - member

2.3.ii MERGER: STANDING COMMITTEE ON ADMISSIONS AND COMMITTEE ON MATRICULATION REQUIREMENTS

The Chairman proposed that the two committees be merged, and their functions combined. Members agreed.

MOTION Professor Bueckert MOVED that the Committees be combined.

VOTE The question was PUT; the motion was CARRIED.

It was proposed that membership be as follows:

Professors	Diane Bessai	English	Chairman
	* W.A. Blanchard	Psychology/Faculty Office	
	R. Braun	Classics	
	H.J. Jones	History	
	* T. Peacock	Drama	
	* L.R. Pratt	Political Science	

* = previous members

2.3.iii CATEGORIES OF STANDING, DEAN'S COMMITTEE ON

The Chairman noted that this Committee was established in response to GFC action which had changed Categories of Standing, QIs, etc. Having "translated" these changes to Faculty terms, the Committee had served its function, and was now redundant. Dean Baldwin proposed that the Committee be retired, and that any problems which might arise with respect to Categories of Standing be referred to the Academic Standing Committee. As this was a Dean's Committee, it would not be necessary to report this action to Council.

2.3 FACULTY'S COMMITTEES - CONSIDERATION OF

2.3.iii CATEGORIES OF STANDING, DEAN'S COMMITTEE ON

MOTION Professor Eastman so MOVED.

VOTE The question was PUT; the motion was CARRIED.

2.3.iv ACADEMIC STANDING COMMITTEE

The Chairman pointed out that this was a small committee - it consisted of three members of academic staff, and an administrator from the Faculty Office. This year, for the first time, it had had a policy matter referred to it - the question of AB/Fs. It now would assume the responsibilities of the former Committee on Categories of Standing.

It was therefore AGREED that the Academic Standing Committee should be free to add members as required to assist in its consideration of specific problems.

2.3.v CURRICULUM COMMITTEE

The Chairman reported that Professor John Forster had resigned as Chairman of the Curriculum Committee. A replacement would therefore have to be selected.

In reply to a question from the Chair, Professor Orrell stated that he would be willing to assume the position. He then withdrew from the meeting to enable the Committee to discuss the matter.

AGREEMENT The Committee agreed unanimously on the choice of Professor Orrell as Chairman of the Curriculum Committee.

On his return, Professor Orrell accepted his nomination to the Chairmanship of the Curriculum Committee.

The Chairman that nominations were required to replace Professors M.M. Van De Pitte and D. Schaeffer, each being on sabbatical leave for the 1972-73 Session.

The following were nominated:

Professors	W.A. Blanchard	Psychology/Faculty Office
	Charles Hickey	Anthropology

2.3.vi COMMITTEE TO RE-EXAMINE THE TERFLOTH REPORT

The Chairman noted that clearly this Committee had an important task to perform. Its former Chairman, Professor Bay, had left the University, and two members, Professors Buse and Wiebe were on leave.

The following were nominated:

Professors W.D. Gainer - Economics - Chairman

J. Terfloth - Drama
R. Hoffpauir - English
members

2.3 FACULTY'S COMMITTEES - CONSIDERATION OF

2.3.vii ACADEMIC PLANNING COMMITTEE

The Chairman stated that, because of one outstanding vacancy, and because of the loss of another member through sabbatical leave, two nominations were required to bring the Committee to full strength.

Nominated were: Professors G. Marahrens - Germanic Languages
P. Swartz - Psychology

2.3.viii RESTRICTIONS ON ENROLMENT - DEAN'S COMMITTEE ON

On the recommendation of the Dean, it was unanimously AGREED to retire the above Committee.

2.3.ix STAFF TRAVEL, DEAN'S ADVISORY COMMITTEE ON

The Chairman reported that the Committee was functioning at less than full strength. However, its Chairman, Professor Elder, was satisfied with the present staff arrangement. It therefore was not necessary to consider the appointment of additional members at the moment.

2.3.x CANADIAN STUDIES COMMITTEE

It was unanimously AGREED to defer consideration of this Committee's membership structure for the present.

2.3.xi COMMITTEE TO EXPLORE IMPLICATIONS OF HALF-YEAR COURSES FOR FRESHMAN STUDENTS, etc.

It was unanimously AGREED to defer consideration of this Committee. It was also unanimously AGREED that the Committee should be re-named.

3. REPORT OF THE AD HOC COMMITTEE ON ACADEMIC STANDING, SUMMER 1972

Members had before them the above Report* listing students eligible to receive Degrees and Certificates at Fall Convocation. The Report included a Confidential Appendix which listed students who had failed to qualify for the B.A. degree after supplemental or deferred final examinations. *[Ref. AFC Minutes 30/10/72, item 9.]

The list has been incorporated as an Appendix to the official Minute of the meeting, and may be examined in the Office of the Secretary.*

MOTION After the Committee had given careful consideration to the Report and the Confidential Appendix, Professor MacKenzie MOVED that it be approved on behalf of Council.

VOTE The question was PUT; the motion was ADOPTED.

Professor MacKenzie noted that the Registrar's Office required that the list of Fall graduands be approved at increasingly early dates. The Convocation ceremony was not held until November. In other than an emergency situation, such lists should be approved by Council. It was suggested that the Dean write to the Registrar to deplore the requirement which had been imposed upon the Executive Committee.

4. FACULTY POSITION ON AUDIT PRIVILEGES

Members had before them a letter from Dean Baldwin dealing with Restrictions on Audit Privileges, and Resolutions pertaining thereto adopted by General Faculties Council at its meeting of September 25, 1972.

Also before members was Mr. Paterson's letter to the Secretariat of May 18, 1972, which reported the decision of Arts Faculty Council on Audit Privileges, reached at its meeting on May 16, 1972. Mr. Paterson's letter stated, in part: " . . . the official position of this Faculty is that it does not endorse the proposed lifting of restrictions on Audit Privileges."

Professor Baldwin's letter of September 26, 1972, stated, in part: "The Faculty of Arts, prior to GFC discussion of the issue but in the context of offering advice to GFC, voted on the recommendation of its Academic Planning Committee 'that there be no change in the present regulations concerning audit privileges.' Unless or until the Faculty modifies this statement of position, the Faculty Office acting on behalf of the Dean will necessarily have to be governed by it. The question therefore arises whether or not, since there is now in view of the GFC resolution a changed situation, Faculty Council should not be given an opportunity to debate the issue anew."

Each document has been appended to the official minute of the meeting.

ACTION THEREON — It was unanimously AGREED that the matter be discussed in detail at the October meeting of the Executive Committee, and, further, that the item be placed on the Agenda of the October meeting of Arts Faculty Council.

5. ITEMS FOR INFORMATION

5.1 ARTS FACULTY COUNCIL - DATE OF OCTOBER MEETING

The Secretary reported that, at the request of the Secretary of General Faculties Council, an exchange of the dates of the two Councils' October meetings had been arranged. To accommodate GFC, the meeting of Arts Faculty Council would be held on October 30.

5.2 THE QUESTION OF AB/Fs

The Chairman informed members that this question had been referred to the Committee on Academic Standing for study.

5.3 NOTICE OF MOTION, JULY 26, 1972 - REGULATIONS GOVERNING NON-MATRICULATED STUDENTS

The Chairman informed members that this question had been referred to Associate Dean Blanchard for study and recommendation.

6. PETITIONS

6.1 Mr. James G. Bouthillier

Members had before them a file memorandum from Professor Blanchard, and a copy of Mr. Bouthillier's academic record. Mr. Bouthillier

6. PETITIONS

6.1 Mr. James G. Bouthillier

had failed to clear his matriculation deficiency of a language other than English during the past academic session. Professor Blanchard advised him by letter on August 29 that he would be required to withdraw from the Faculty until the deficiency was cleared.

Mr. Bouthillier subsequently made an appointment with Professor Blanchard, at which he appealed the decision.

As it was too late at that point to petition the Executive Committee, Professor Blanchard acted upon the precedents set by the Committee in July, when it permitted Messrs. Pon and Reid to continue their studies with the proviso that their matriculation deficiencies be cleared in the 1972-73 Session. He authorized Mr. Bouthillier's re-admission to the Faculty, on the understanding that the deficiency would be cleared during the coming academic session. Bouthillier has chosen to do so by registering in French 30 at Victoria Composite High School.

MOTION Professor MacKenzie MOVED that the Executive Committee ratify the arrangement.

VOTE The question was PUT; the motion was ADOPTED.

6.2 Miss Ann Sherrin

The Secretary reported that, within the terms of the agreement reached at the last meeting, the Student Programs Section had approved Miss Sherrin's request for permission to complete 2½ subjects required for this University's general B.A. degree as a visiting student at the University of British Columbia.

6.3 Mr. Larry S. Sribney

Mr. Sribney, a student in the final year of the general program, was given the grade of AB/F in Anthropology 330, a half-year course. The examination was of the take-home variety; Sribney claimed to have returned it to the Department. The Department could not locate it.

Mr. Sribney therefore petitioned for recognition of an eighth junior-level course - Biology 130 - for degree credit. He had transferred from the Faculty of Science in 1970, and Biology 130 was then classified as extra to his degree program.

The Secretary reported that he had discussed the case with Professor Hickey, the instructor in Anthropology. After a review of Sribney's academic record, Professor Hickey would endorse a request for aegrotat standing, were Sribney to make one.

MOTION Professor MacKenzie MOVED that Mr. Sribney be permitted to present an eighth junior-level course for degree credit.

VOTE The question was PUT; the motion was ADOPTED.

7. NOTICE OF QUESTION

The Chairman stated that he had given consideration to the possibility of an arrangement whereby the minutes of meetings of Arts Faculty Council and the Executive Council might be approved by either body.

7. NOTICE OF QUESTION

Meetings of Arts Faculty Council in particular were widely separated in time, and he did not view as realistic the presentation of Minutes several months later for approval. As the Executive Council met on a monthly basis, might it not be possible for it to approve minutes of a recent meeting of AFC? He requested that members give consideration to the question.

8. OTHER BUSINESS

8.1 ATTENDANCE AT MEETINGS OF MEMBERS OF THE STUDENT PROGRAMS SECTION

The Chairman enquired whether the Committee would approve of the the attendance at meetings of members of the staff of the Student Programs Section, as "resource persons", when required.

Members felt the idea to have merit, and suggested that the matter be left to the discretion of the Dean with respect to any given meeting.

8.2 REPORT OF THE COMMITTEE ON HUMAN RESEARCH - DEPARTMENT OF ANTHROPOLOGY

Professor Young reported that the Department of Anthropology was disturbed by the acceptance by General Faculties Council of the Report of its Committee on Human Research. The Executive Committee had presented a reasoned argument against acceptance of the Report in the form in which it was presented last year. Council had adopted the Executive Committee's Report unanimously at its October meeting.

The Department had held a special meeting yesterday, and he had been requested to enquire of this body what the possible consequences would be in the case of non-compliance with such legislation on the part of a Department or Faculty. Could such regulations be circumnavigated?

The Chairman viewed the isssue as being principally administrative, and offered to explore the matter as far as he could, administratively. Professor Young agreed to submit to the Dean a full report on his Department's concerns.

9. ADJOURNMENT

The meeting adjourned at 1:00 p.m.

CHAIRMAN

28/IX/72

APPENDIX.
(Ref. item 4)

TO: Executive Committee, Faculty of Arts

September 26, 1972

FROM: R. G. Baldwin, Faculty of Arts

Re: Proposed Lifting of Restrictions on Audit Privileges

On September 25 G.F.C. passed the following resolutions:

Individuals who are not enrolled in a University course for credit and who are not registered in a degree program may audit courses at the University of Alberta, subject to the following conditions:

1. The individual must receive permission from the course instructor, and the chairman of the department and the dean of the faculty in which the course is offered.

2. Such permission shall not in itself be a guarantee of admission to the class. The final decision shall weigh class size, impact on credit students, and other factors that the instructor, department, or faculty establishes.

3. Courses audited in this manner will not be considered as meeting prerequisite, admission or course requirements for any University degree program. (It should be noted that a proposed amendment to this resolution, which would have inserted the word "normally", was defeated).

4. Individuals auditing courses shall limit their participation in the class to that deemed appropriate by the instructor.

You will appreciate that the way in which these resolutions are framed means that individual faculties are in theory autonomous in how they are to approach requests for audit privileges from non-students; but in practice of course, the force of the G.F.C. resolution is that the faculty will have to be very clear about its own position where the general principle is concerned if it is not to find itself hopelessly out of step with the rest of the University community without a rationale for being so.

The Faculty of Arts, prior to G.F.C. discussion of the issue but in the context of offering advice to G.F.C., voted on the recommendation of its Academic Planning Committee "that there be no change in the present regulations concerning audit privileges." Unless or until the Faculty modifies this statement of position, the Faculty Office acting on behalf of the Dean will necessarily have to be governed by it. The question therefore arises whether or not, since there is now in view of the G.F.C. resolution a changed situation, Faculty Council should not be given an opportunity to debate the issue anew. There are some nice questions here of course: The G.F.C. resolution requires the agreement of three people in each case. It would therefore not seem likely that the Arts Faculty Council, whatever it decided, could in fact compel the instructor and the department chairman to agree whatever the Faculty's position in principle might be. I do believe, however, that a Council resolution would have an effect on department chairmen, and I am absolutely certain that it would have an effect on this office.

For the record, relevant material is to be found in G.F.C. Executive Minutes, August 14, 1972, item 199 (page 458 ff.); G.F.C. Executive Minutes, June 19, 1972, item 170 (page 416); the same material can also be found on page 29 of the material distributed with the G.F.C. Agenda for its meeting on September 25. Faculty material, in addition to the minutes of May 6, includes the report of the Arts Academic Planning Committee, the report of the Arts Admissions Committee, a letter from Mr. Paterson to Professor Davy, April 6, 1972, in which are recorded the concerns of the Arts Executive Committee.

(signed) R. G. Baldwin,
Dean.

FYI copy to: Dr. W. A. Blanchard

APPENDIX - 3.
(Ref. item 4)

TO: Mrs. M. M. Midgley,
Assistant Secretary,
General Faculties Council.

DATE: May 18, 1972.

FROM: Faculty Secretary,
Faculty of Arts.

Re: Proposed Lifting of Restrictions on Audit Privileges

At its meeting of March 22, 1972, the Executive Committee of Arts Faculty Council considered the question of the Proposed Lifting of Restrictions on Audit Privileges. The matter was referred by the Executive Committee of GFC (February 22/72) to faculties and schools for their consideration and comments.

Our Executive Committee in turn referred the topic to the faculty's Academic Planning Committee and Admissions Committee. The Reports of these Committees were considered by Faculty Council at its meeting on Tuesday, the 16th instant.

Council adopted the Report of the Academic Planning Committee, a copy of which is attached. I am directed to inform you that the official position of this Faculty is that it does not endorse the proposed lifting of restrictions on Audit Privileges.

EXECUTIVE COMMITTEE of the FACULTY of ARTS

Minutes of a Meeting on December 15, 1972
2:00 - 5:15 p.m.

PRESENT:
R. G. Baldwin (Chairman)
F. F. Bueckert
W. Eastman
R. R. Hett
M. W. MacKenzie
B. McLaren
R. J. Middleditch (invited to be present for items 3, 4, & 5)
D. Young
J. O. Orrell FW

ABSENT: B. Nuttall

1. Agenda Additions

As item 11. Council Meeting & Visit by the President (replacing "Other Business" on the original agenda)

12. For Information: Human Research Submission

13. Course & Calendar Change Committee: Procedures for approval of Course & Calendar Changes in the Faculty of Arts

14. Flexibility of course credit

15. Budget.

2. (a) Minutes of meetings of September 28 and August 30 (distributed at meeting of October 19)

The Minutes were approved, subject to Professor MacKenzie's receiving a set for her file.

(b) Minutes of meeting of October 19

The Chairman expressed his regrets that these Minutes were not available to members; however, Mr. Alan Paterson (Faculty Secretary) had been ill and was currently in the process of transferring from Arts Faculty to a position in the Secretariat. At this point, the Dean introduced his secretary, Miss Watters, who will serve as Acting Faculty Secretary, on an interim basis.

For the record, the agenda of October 19 was reviewed (copy attached as Appendix "A"), and it was confirmed that:

(i) Follow-up action had been taken via referral to Council on October 30 of items (2), (3), (4), (5), (7), (8), and (9); and

(ii) Items (10) and (11) had been deferred.

Mr. McLaren inquired as to the ultimate disposition of item (6)--Improprieties in grading--since he had had to leave the meeting before the conclusion of this debate. Dean Baldwin advised him that the Committee had taken the position that a University instructor must make an assessment of his students and submit it in the form of final grades, based on the following principles:

1. University practices and regulations assume that an instructor will assess his students and report his assessment in an approved manner.

2. The assessment submitted must be that of the instructor (or in cases of some sort of breakdown or cooperative effort, a surrogate).

3. The assessment being the instructor's, he is responsible for it, by which is meant that he is accountable and must therefore be prepared to explain his grades and justify them if called upon to do so.

4. A second assumption built into University-wide practices is that assessments must be based on work done, contribution made, level achieved etc.; therefore, an instructor's justification and explanation of his grades must be tied to such measurements of performance.

5. Since we do not in all cases spell out in detail all the means by which assessment is made, we do not rule out the possibility of an instructor's taking into account as information a student's assessment of himself. But the official assessment submitted must be the instructor's, not the student's; and the student's assessment of himself cannot be substituted for the instructor's, nor be the decisive factor because the instructor would not, then, have made the assessment required of him.

3. Student Petitions

3.1 Miss Deborah June Gorah - Petition to be allowed to take English 284 for credit, in addition to English 210

Miss Gorah was admitted to the Faculty of Arts on August 18, 1972. Since she applied for the B.A. (Special) program in Psychology, she was referred to that Department for counselling, following which she registered for English 210, plus a further half course in English (see restriction in Section 44.11.1. Arts & Science Calendar) and three half courses in Psychology. A student in the B.A. Special program is required to meet the regulations governing the first year of a program as set out in Section 42.2, paragraph (1), and 43.1.2, paragraph (1) of the Arts & Science Calendar. The irregularity was not discovered during Part II of the registration process and in fact only came to light in a registration check on November 6, 1972; however, all program forms carry the warning "you are responsible for the completeness and accuracy of your registration."

The Committee felt that the rule that students are responsible for their own registration should not obtain in this case, since Miss Gorah was given incorrect advice by a departmental adviser who should have been aware of the regulations governing the first year of this program.

It was moved by Professor Young that Miss Gorah's petition to be allowed credit for English 284, in addition to English 210 (subject to Miss Gorah's obtaining a passing grade in both of these courses) be approved.

Motion carried.

3.2 William Bertie Moore - Petition that the Matriculation Requirement for a Language other than English be waived in his case, on medical grounds

Mr. Moore suffers from dyslexia and, although there is a great deal of dispute over the nature of this affliction, and particularly whether it constitutes a specifiable disease entity, there is evidently little doubt in the minds of educators, physicians and psychologists, that the kinds of difficulties evidenced in Mr. Moore's case do exist; i.e., an individual can have highly specific difficulties in dealing with specific intellectual problems while the remainder of his abilities to deal with other intellectual problems remain unimpaired. In Mr. Moore's case, the difficulties specifically interfere with his ability to learn languages. He has, however, with much effort, attained a sufficient mastery of English to permit him to perform more than adequately at the University level in other subject matters. Letters from Professor Marxheimer, who is Mr. Moore's instructor re French 100; and from Mr. Hough, Director of the Student Counselling Service, testify to Mr. Moore's high level of motivation and industry and his capabilities in other academic areas, and they have recommended that the foreign language requirement be waived in his case.

In view of the unusual circumstances surrounding this petition, Executive Committee unanimously agreed that decision be deferred, pending results of Mr. Moore's mid-terms in all subjects, at which time it would be guided by the results obtained, and by Associate Dean Blanchard's up-to-date assessment of Mr. Moore's performance.

Student Appeal

Charles Fred Scott - Appeal against denial of request for Waiver of the Requirement to make up a Matriculation Deficiency

Mr. Scott, who is 40 years old, left high school in grade eleven at the age of 22 and returned ten years later, in 1960, to complete the following subjects: Mathematics 30 (50%), Biology 32 (85%), Physics 30 (71%), English 30 (64%), Social Studies 30 (75%), Chemistry 30 (50%). He attended Red Deer College from 1968 to the Spring of 1972 and was admitted to this Faculty on September, 1972 with eleven advance credits, and deficient a language of matriculation other than English. Under our revised rules he may make up this deficiency for degree credit.

Mr. Scott asked that the requirement be waived, but his request was refused by the Program Office. He appealed that decision. In his appeal, Mr. Scott referred to the case of one of his classmates, Mr. J. B. Anderson, who has not been required to study a language other than English; however, the cases are not identical in that Mr. Anderson has been accepted as a non-matriculated adult student (this type of student, after successful completion of at least one full year of university studies, is admitted to this Faculty with clear matriculation).

The Committee noted that, under the recent change in our regulations, Mr. Scott may take Spanish 100 for degree credit and thus he is free to drop two second term half-courses in order to concentrate on it, he otherwise having completed the requirements for his degree. It was also noted that Mr. Anderson, as a non-matriculated adult student, is in a very special category of admission governed by a different set of criteria and by different rules. The Committee is concerned not to waive Faculty requirements except for compelling reasons in exceptional cases.

It was moved by Professor Orrell that Mr. Scott's appeal be denied.

Motion carried.

Course and Calendar Change Committee (brought forward for discussion while Mr. Middleditch was present at the meeting)

Members were given copies of Professor Powrie's memo of December 13, 1972, in which he reported on the work of the Course & Calendar Change Committee this fall, which had consisted, in his words, of the following:

(i) Compilation of departmental proposals into a standard form.

(ii) Editorial comments and changes, usually to shorten new descriptions and to sort out academic or administrative ambiguities.

(iii) Ensurance that potential jurisdictional conflicts had been resolved by discussion among departments.

(iv) In a few instances, faint-hearted questioning of the academic quality of a new proposal. This is futile. It may lead to editorial changes to improve the appearance of the description, and thus comes under (ii). Otherwise, basic questions about the nature or quality of a course are the province of the Arts Curriculum Committee.

Professor Powrie suggested that the terms of reference of this Committee be explicitly confined to items (i)-(iii) above, in effect severely limiting its terms of reference as compared to the terms of reference set forth for the G.F.C. Committee to Examine Course Changes. Professor Powrie also questioned the need for a committee numbering six members and, indeed, the need for any committee at all.

The Chairman advised members that it was the opinion of Mr. Middleditch (Secretary to the Course & Calendar Change Committee) that a committee of two Associate Deans (Humanities and Social Sciences), plus Mr. Middleditch and, when available, the Faculty Secretary, could handle the assignment as here defined, but that a committee representing several disciplines was more likely to bring a wider view to the criticism of Calendar proposals--something like Council's view.

At the outset of discussion, the question was raised as to whether the Faculty's Course & Calendar Change Committee was in fact authorized to operate within the terms of reference of the G.F.C. Committee to Examine Course Changes. Members also voiced opposition to the "crash" 3-week period in which the Faculty's courses and calendar changes are currently vetted, and it was suggested that there should be provision for submissions to be made over the full 12-month period, if in fact the Committee's terms of reference did not actually call for this. [A check of previous Minutes is to be made in this regard.]

Members generally agreed that, while some pre-screening could be handled at the purely administrative level (say, in the case of simple editorial changes or in flagging up course proposals where there might be jurisdictional conflict), nevertheless, they felt that an academic review was essential for "total scrutiny," i.e., reviewing proposed new courses and/or changes in the context of the Faculty's overall curriculum, its academic principles and resources, and, again, it was stressed that this could only be done over a 12-month period. The Executive Committee, Curriculum Committee, and Academic Planning Committee were all suggested as possible alternative vehicles for such scrutiny; and it was also proposed that a revised committee might be struck, composed of 2 members each from the Executive Committee, Academic Planning Committee, and the Curriculum Committee.

In summary, members felt that the matter necessitated further in-depth discussion, and this agenda item was therefore tabled, pending clarification of the present terms of reference of the Course and Calendar Change Committee, and the delineation of areas of responsibility of the A.P.A., A.P.C. and Curriculum Committee.

6. External Membership on Council

It was originally intended that, before appointing any new external members, Executive Committee would reexamine the whole question of what kind of representation would best suit the needs and interests of the Faculty. However, in view of the time which had already elapsed--the fact that two Council meetings had already been held without such membership--Dean Baldwin had taken the initiative on behalf of the Executive Committee and, proceeding in line with existing regulations, had asked relevant faculties to submit nominations for one-session appointments. Executive Committee unanimously supported this action, on the understanding that in the intervening year, consideration would be given to a new pattern. Nominations were then approved as follows:

Faculty of Business Administration & Commerce

1 appointment to be made, 3 nominations received:

K. Lemke   E. Shaffer   M. Vertigan*

Faculty of Education

3 appointments to be made, 1 of these to be Associate Dean Ware, who has replaced Professor Pilkington.

For the 2 remaining appointments, 4 nominations received:

P. McFetridge*   M. R. Lupul*
E. A. Holdaway   D. V. Parker

Household Economics

1 appointment to be made, 2 nominations received:

Mrs. Doris Badir   Miss Verna Lefebvre*

Faculty of Science

4 appointments to be made, 4 names submitted & accepted:

J. F. Bergmann   J. Kuspira
J. W. Macki   F. L. Weichman

*Selected by Executive Committee.

The names of those selected will be forwarded to G.F.C. for formal ratification as external members on the Council of the Faculty of Arts.

The matter of overall distribution of external membership was deferred for future debate. In the interim, the Dean's Office (Mr. Paul Robison for statistics) will prepare a service analysis encompassing registration, compulsory subjects, program requirements etc., in consultation with the Faculty Student Program Office (Associate Dean Blanchard).

Proposed Terms of Reference for A.P.A., A.P.C., Curriculum Committee

Deferred.

Activation of Religious Studies as a Department

The Chairman referred to material which had been distributed in advance of the meeting, documenting discussion and correspondence over the past 5 or 6 years with respect to the establishing of R.S. as a full-fledged department. He pointed out that, although approval for the establishment of R.S. as a department has been received from every interested body and is a matter of record, the enabling legislation has in fact never been acted on by the Faculty. Enrolment has now reached the point at which it is absolutely essential that Religious Studies be provided with the institutional status and structure that will permit it to provide proper service to students who, in increasing numbers, wish to pursue its study. Dean Baldwin had therefore written to V.P. Kreisel on December 11 asking for confirmation of authority to proceed under the existing enabling legislation. Since the latter dates back to 1966, the President and V.P. feel it would be best to give formal notification to the Board at this time and, provided that Executive Committee supports the action taken by Dean Baldwin, the matter will be placed on the agenda for the Board meeting of January 5.

A motion to ratify was put forward by Professor Young.

Motion carried.

9. Committee Memberships - Reported for Information:

9.1 Elected by Academic Principles and Aims Committee
Professor Buck - Chairman; Professor Delehanty - Vice-Chairman. Professor Buck thereby becomes, ex officio, a member of Executive Council.

Ratified by Executive Committee.

9.2 Professor L. R. Pratt has requested that he be relieved of his duties on the Admissions and Matriculation Committee. The Chairman called for nominations for his replacement and Committee members agreed THAT invitations be extended in the following order of preference: (1) Prof. J. A. Lejnieks, (2) Prof. G. Fearn.

9.3 The absence of any representation by Anthropology on the present Religious Studies Committee was noted, and it was moved by Professor MacKenzie, and agreed by Executive Committee, THAT Professor Harold Barclay be appointed.

10. Nomination Practices

Reference was made to the petition received from members of the English Department deploring the fact that no woman had been named as a Faculty representative on the Arts Faculty Salaries & Promotions Committee. Executive Committee acknowledged this oversight in consideration of nominations for the S. & P. Committee this year, but noted that, technically, it had been possible for additional nominations to be made from the floor. When acknowledging the petition, the Chairman will thank the signers for drawing attention to this matter, assuring them that their submission will be kept in mind when the next slate of nominations for S. & P. is considered and that, in fact, the petition had already influenced Executive Committee in consideration of appointments to other committees.

11. Membership issue re: Executive Committee and standing committees

Members had before them Professor E. J. Rose's memo of November 28, in which he objected to the present policy which permits members of Arts Faculty standing committees (especially chairmen) to also serve on the Faculty's Executive Committee and expressing his disapproval of interlocking directorates. Members agreed that it was desirable to spread the committee work load as much as possible throughout the Faculty, and to avoid the creation of a "Byzantine bureaucracy." However, while generally recognizing the seriousness of Professor Rose's criticism, the Committee felt that the issue may have been too narrowly defined in that other "interlocking directorates" could also result in a conflict of interest, e.g. a department chairman who is also chairman of a standing committee. It was also suggested that overlapping periods of appointment might further compound the issue; yet such committee membership could also be invaluable in terms of background and experience.

Action: The Election Procedures Committee will be asked to consider the question of membership on Executive Committee as raised by Prof. Rose and, in addition, will be given a mandate to examine the broader issues of interlocking functions throughout the Faculty as a whole, if it so chooses, in consultation with the Dean.

12. Addition to List of Graduands
Acting on behalf of Council, the Executive Committee by mail ballot on November 2, 1972, supported the recommendation of the Student Program Office that Albert L. Goltz be awarded the B.A. degree at Fall Convocation.

13. Revision of Calendar 43.1.1
As approved by Executive Council on March 6, 1972, a higher G.P.A. is now required for both classes in the Honors degree. Accordingly, the Chairman proposed, with the consent of the Chairman of the Honors Committee, THAT the last item--(6)--of section 43.1.1 of the Calendar of the Faculties of Arts & Science be revised to read as follows:

> "Degrees with Honors are awarded in two classes: First Class Honors and Honors. The Faculty of Arts requirement exceeds the specified University minimum as follows: For First Class Honors, a grade point average of at least 8.0 in selected courses is required, and for Honors, a grade point average of at least 6.5."

In the discussion which followed, Mr. McLaren asked that, if possible, some publicity be given to this, because it was evident that many students have difficulty distinguishing between First Class Standing and the Honors categories, with a resulting confusion as to their eligibility for scholarships.

The proposed Calendar revision was approved and the Faculty Student Program Office will be asked to check on a means of clarifying a student's standing on the reporting of marks form.

14. January 15 Council Meeting and Visit by President
The President has asked to attend Faculty Council meetings in January and intends to come armed only with an estimate of revenues and this year's figures and then ask for Faculty input, in the hope that this year the Faculty will feel that in fact they have participated in the establishing of priorities.

In light of the foregoing, members agreed that the Executive Council meeting scheduled for January 15 be structured as follows: Executive Council to meet as a body from, say, 2:00-3:30 p.m. (length of time to be determined by items on the agenda), following which all Faculty members would be invited to hear the President. The Chairman was authorized to strike an agenda and to inform departments through their Chairmen that, at approximately 3:30 p.m., the meeting would resolve itself into a meeting of the Council as a whole. He will also meet with Department Chairmen to discuss individual questions to be put to the President and, if time permits, the possibility of Chairmen working up a departmental presentation for the meeting.

15. Human Research Submission - Reported for Information
Dean Baldwin referred to the meeting of full Faculty Council on October 30 when it was resolved THAT "the Council of the Faculty of Arts be responsible for bringing before G.F.C. a motion to delay implementation of the Report of the Committee on Human Research...." The Anthropology presentation was referred by the Executive Committee of G.F.C. to Deans' Council, and at

the latter's meeting on December 13 it became obvious that the brief would be forcefully attacked by the Dean of Graduate Studies, who has been instructed to consider the possibility of some form of amendment to place before G.F.C. that might satisfy the objections of Anthropology to the G.F.C. policies. The Chairman of Anthropology has been advised of this course of events; in the meantime, the President has reaffirmed that the Human Research policies are in force.

16. Flexibility of Course Offerings between Faculties

Prof. Orrell referred to the January 1972 Report of the Academic Development Committee (copy attached as Appendix "B"). He indicated that the Curriculum Committee had tabled discussion for its next meeting, at which time it would like to be in a position to assess departmental opinion on this matter. To this end, he asked Executive Committee's permission to draft a memo, over the Dean's signature, requesting Department Chairmen, along with their staff members, to "review and react" to the ADC recommendations.

Executive Committee was agreeable to this proposal and suggested that reference should also be made to the G.F.C. directive of February 28, 1972 re flexibility.

17. Budget

It was reported for information that the Government has approved in Cabinet a 9.1% increase over last year's allocation for the four universities (including Athabasca). Of the $99.4 million, the President anticipates that the U. of Alberta will receive in the neighborhood of $61-1/2 million. This means that the Government has recognized the problems of moving towards stable enrolments and that by means of this budget they have allowed for a period of adjustment through resignations, attrition, etc. It means that the grant formula has been broken at last, but the indications are that there will be a gradual decrease in the allocation from this as the base year. This necessity for a period of adjustment explains the excess in the grant over normal 7-1/2% Government guideline. There is also a strong probability of the fiscal year being changed to July 1st, with the result that we would no longer have to make the three-quarter adjustment of the past. Most significantly of all, perhaps, the President said that the WSH formula will not be strictly adhered to this year because otherwise certain faculties, Arts included, could be ruined as a result; he mentioned Religious Studies, within Arts, as one area which by way of example has had a growth, whereas the Faculty as a whole has declined, and there was the obvious implication that support will be given where special needs are recognized.

18. Adjournment

The meeting adjourned by unanimous consent at 5:15 p.m.

Chairman.

A meeting of the EXECUTIVE COMMITTEE, Faculty of Arts, will be held in the SENATE CHAMBER, ARTS BUILDING, at 10:00 a.m. on Thursday, October 19, 1972.

AGENDA

1. Minutes of the meetings of August 30 and September 28/72
2. Business arising:
    - 2.1 Faculty Tenure Committee
    - 2.2 Approval of additional Fall graduands
    - 2.3 Extension of Audit Privileges: discussion of attached statement for submission to AFC
    - 2.4 (i) Notice of Question - approval of Minutes of AFC and Executive Council by either body
        - (ii) Question of distribution of AFC Minutes to all members of academic staff.
        - Proposal: distribute Minutes to those who attended meeting + additional copies for departmental circulation.
    - 2.5 Treatment of Ab.F's in Grading: Report of Committee on Academic Standing
    - 2.6 Human Research
3. Executive Committee Reports: should Council be required to examine Executive Committee decisions on Petitions.
4. Election Procedures Committee: nomination of replacement for Professor B. L. Evans, who has resigned as Chairman.
5. Question of representatives from other faculties on Faculty Council.
6. Improprieties in grading.
7. Committee on Student Representation: request from Professor W. D. Gainer, Chairman, that Messrs. B. McLaren, B. Nuttall and G. Wood be approved as the student members of the Committee. Propose regularizing of the arrangement to Council.
8. Arts Faculty Council - approval of Agenda for meeting of October 30.
9. Treatment of Matriculation Deficiencies on Transfer: Report of the Committee on Admissions & Matriculation Requirements
10. Terms of Reference: Academic Principles & Aims Committee
    Academic Planning Committee
    Curriculum Committee
11. Travel grants for technicians.

December 15, 1972

APPENDIX "B"

Recommendations of the Academic Development Committee Designed to Facilitate a Greater Flexibility of Course Offerings at the Undergraduate Level

In the course of discussions within the Academic Development Committee concerning the development of interdisciplinary studies at the University the question of flexibility of course offerings at the undergraduate level arose. It was suggested that there was a need felt among some students to have a greater selection of courses to make up their degree programs. These students did not want degrees made up of completely unrelated courses since in most cases a pattern or a direction would emerge from the courses they chose.

The Committee felt that the possibility should be looked at of finding new combinations of courses that would make meaningful patterns of study for students who wished to have a wider range of courses from which to choose.

In order to determine the existing degree of flexibility amongst faculties and departments in the offering of courses at the undergraduate level the Academic Development Committee asked the Office of Institutional Research and Planning to carry out a study of this matter. The Preliminary Report Describing Course Flexibility and Interdisciplinary Studies at the Undergraduate Level, dated November, 1971 is attached.* The general conclusion of the Preliminary Report is that a student's freedom to take options outside the faculty in which he is registered varies widely depending on the school or faculty with which he is affiliated and the degree program in which he is enrolled, as follows:

(i) in some professional faculties and schools the programs are structured to educate students for relatively specific occupations. Their programs therefore tend to have a high proportion of required courses and in some of these faculties there are few options;

(ii) in the Faculties of Arts and Science the student has greater freedom in designing his program, but must normally restrict his choices to the offerings in these two faculties. Honors programs, which are designed to provide depth in a non-applied area, indirectly limit the number of options by requiring many courses in the area of specialization;

(iii) faculties in which the educational goals combine applied and basic education allow the greatest flexibility, since students have considerable freedom to choose options of both types.

Having considered the Preliminary Report the Academic Development Committee has concluded:

(i) that flexibility of course programming is the first step to interdisciplinary studies;

(ii) that restrictive regulations should be relaxed where possible in order to enable students to choose more freely from the course offerings of various faculties.

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* Not attached to Minutes.

The Academic Development Committee therefore recommends:

(a) that departments be asked to reexamine the number of required courses their students must have in their major field of study before the department would approve the program as, for example, a degree in Physics or a degree in History:

(b) that departments be asked to reexamine their total programs, with particular emphasis on prerequisites and other restrictions to enrolment, whether or not they are actually legislated;

(c) that the Faculties of Arts and Science be asked to reexamine the reasons for the restrictions in allowing credit for courses taken in other faculties, with a view to easing the restrictions;

(d) that in order to make more options available in practice, provision be made in University scheduling to make this possible;

(e) that faculties be encouraged to provide adequate counselling to assist the student in the selection of courses or programs best designed to meet his or her interests;

(f) that faculties and schools be prepared to inform the Academic Development Committee as to their progress in implementing the recommendations of the Committee.

Dr. H. Kreisel (CHAIRMAN)
Mr. D. Biltek
Dr. D. F. Cameron
Dr. J. Forster
Mr. R. Henry
Dr. J. T. Sample
Professor S. R. Sinclair
Mr. D. Rapson (SECRETARY)

January 26, 1972.

EXECUTIVE COMMITTEE

Minutes of a Meeting on January 30, 1973

9:30 a.m. - 12:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, B. McLaren, M. W. MacKenzie, B. Nuttall, J. O. Orrell, D. Young.

1. Agenda Additions

By unanimous consent, the following were added under Item 12. Other Business:

12.1 Proposal for East Asian Studies Committee
12.2 G.F.C. - Information Report.

2. Minutes of the Meeting of December 15, 1972

Correction: Professor Orrell should be listed as present.

With the foregoing correction, the Minutes were approved as circulated.

3. Petition on behalf of W. B. Moore

This student's case was once again considered by the Committee, on the basis of the information provided by the Faculty Program Office for the meeting of December 15, 1972, and in light of Associate Dean Blanchard's further memo of January 29, 1973.

Professor Blanchard's petition on behalf of Mr. Moore--that the matriculation requirement for a language other than English be waived in his case--was approved, subject to receipt by the Executive Committee of a formal statement of petition from Mr. Moore.

4. Tenure Committees

4.1 Results of fall election of Faculty representatives

Professors F. de Luna, A. Munn and R. Nielsen were elected by mail ballot to the Faculty of Arts Tenure Committee as Faculty representatives. The period of office is a two-year term, from November 1972.

4.2 Proposal to increase number on Faculty Panel

Dean Baldwin cited the difficulties experienced by the Faculty Office in endeavouring to program tenure hearings with only 6 Faculty representatives, and indicated his support for a recommendation submitted by Associate Dean Moore that the number be increased to 8 to permit greater flexibility in scheduling.

On a motion by Professor Eastman, it was agreed that Executive Committee recommend to Executive Council THAT, for the Faculty Tenure Committee, the number of members to be elected from the Faculty at large be increased from 6 to 8.

5. Academic Principles and Aims Committee

5.1 Resolution re absenteeism

Members had before them a memo dated January 23, 1973 from Professor Buck, Chairman of A.P.A.C., asking for confirmation by Executive Committee of the resolution passed at the A.P.A.C. meeting of January 18, 1973: THAT in the event of two unaccounted absences by a member, a replacement be requested from the department concerned.

It was agreed that a reply be sent to Professor Buck stating that, so far as possible, he should attempt to work within the arrangements agreed to by A.P.A.C. members, and that, should excommunication be deemed necessary, the simplest approach from the Faculty's point of view would be to seek a resignation and then ask for a replacement.

5.2 Replacement for Music representative

Members had before them a further memo of January 23 from Professor Buck, asking that (1) Professor Rolston or (2) Professor Kaehler be appointed to serve as the Music Department's representative on the A.P.A.C. during Professor Sasonkin's absence on sick leave.

It was agreed that a reply be sent to Professor Buck stating that, with the advice and consent of the Department of Music, Professor T. Rolston be appointed as a temporary replacement for Professor Sasonkin, until the latter is in a position to resume his duties on the A.P.A.C.

6. Makeup of Selection Committee for Chairman of Religious Studies

Dean Baldwin advised members that, pending the outcome of deliberations by a formal selection committee, he had appointed Professor Cahill as Acting Chairman of Religious Studies.

Members then turned their attention to the procedures for establishing a Selection Committee and it was agreed to proceed under the terms of reference outlined in the Handbook under Selection Procedures: Exceptions (b) [Board of Governors May 2/69 (21)]: "the 3 statutory members will determine the composition of the Committee."

Dean Baldwin is to arrange a meeting with the Vice-President (Academic) and the Dean of Graduate Studies & Research and place before them the Executive Committee's recommendation that the departmental representatives on the Selection Committee for a Chairman of Religious Studies be composed of 2 representatives elected from the Standing Committee on Religious Studies and 1 other elected from the Faculty at large:

Nominations

From the Religious Studies Committee (2 to be chosen)	From the Faculty at large (1 to be chosen)
P. L. Knight	A. B. Crighton
S. M. M. Qureshi	J. R. Wilson
R. A. Shiner	
H. Barclay	
(Alt.: S. Watson)	

Subject to the approval of Vice-President Kreisel and Dean McGregor, a mail ballot will then be distributed to Faculty members.

7. Canadian Studies Program

7.1 Standing Committee Membership

Dean Baldwin referred to legislation adopted at the Arts Faculty Council Meeting of May 16, 1972:

> THAT the program be administered by a Standing Committee of the Faculty of Arts, the membership of the Committee to reflect the participation of Departments prepared to offer, or offering, courses deemed to have Canadian content, including the Department of Educational Foundations of the Faculty of Education, and members to be nominated by such Departments; in addition to ex officio members from the Faculty Office, a continuing member is to be appointed from the Curriculum Committee of the Faculty of Arts.

Membership on the outgoing ad hoc Committee and nominations for the Standing Committee which will now be called upon to administer the Canadian Studies Program were then reviewed:

Present ad hoc Committee	Departmental Nominations for Standing Committee
R. Hett, History (Chairman)	R. Hett
P. Meekison, Political Science	P. Meekison
F. Roseman, Economics	K. H. Norrie
D. Bessai, English	G. Moyles
R. Harrison, English	
F. Bueckert, Drama	F. Bueckert
P. Robberecht, Comp. Lit.	P. Robberecht
G. Fearn, Sociology	G. Fearn
R. Motut, Romance Languages	R. Motut
	From Curriculum Committee:
	G. Dacks
	From Ed. Foundations:
	M. R. Lupul
	From Faculty Office:
	Assoc. Dean Blanchard
	(or) R. J. Middleditch

The foregoing nominations were received by the Executive Committee and will be carried forward for ratification at the March meeting of Executive Council.

7.2 Chairman of Standing Committee

Dean Baldwin again referred to legislation adopted by Arts Faculty Council at the meeting of May 16, 1972:

> THAT the chairman be appointed for a period of two years by the Faculty on the nomination of the Committee and that his duties be taken into consideration in the determination of his teaching load. He would act as coordinator of the program.

Professor Hett agreed to act as interim convenor and, prior to the March 5 meeting of Executive Council, Dean Baldwin will send a formal letter to Professor Hett, requesting him to arrange a meeting of the new Standing Committee for the purpose of nominating a Chairman.

7.3 Student representation on the Standing Committee

The matter of student representation is deferred until the new Committee formally takes office.

8. Redistribution of External Memberships on Council

Members had before them the following analysis (in terms of % of our total workload) of Faculty service activity:

	1969/70	1970/71	1971/72	1972/73
Commerce	5.45	4.83	5.91	7.56
Education	24.79	23.06	23.54	20.28
Physical Education	3.47	3.88	4.04	4.65
Science	9.91	11.91	12.77	14.58
Household Economics	2.08	1.82	1.62	1.85
	45.70	45.50	47.88	48.92

In light of the foregoing information, Dean Baldwin asked whether Executive Committee wished to recommend changes in the present external memberships on Arts Council, or whether it felt the present representation [Commerce: 1, Education: 3, Science: 4, Household Economics: 1] was adequate.

It was decided that discussion be tabled for the next meeting and that, in the interim, Dean Baldwin (a) contact the School of Household Economics and the Faculties of Commerce, Education, Physical Education, and Science to determine their views on the principle of representation; and (b) request additional information from Mr. Robison, e.g. the basis of selection in his analysis--why no data on Engineering, etc.

9. Report on Present State of Department of Slavics

Members had before them the joint report of Dean Baldwin and Associate Dean Moore dated January 26, 1973 [copy of which is attached to the official Minute as Appendix "A"], which concluded that "in light of what has been revealed by the enquiries begun in September, the Dean and Associate Dean are satisfied that the Department of Slavic Languages is at present functioning in an acceptable manner and that there is no need for further, more formal investigation."

On a motion by Professor Young, members received the report for information and it will be so noted in Executive Committee's Report to Executive Council.

10. Terms of Reference: Academic Principles & Aims Committee, Curriculum Committee, and Academic Planning Committee

The Committee reviewed Dean Baldwin's memo of December 4, 1972 addressed to Professor E. J. Rose, Chairman of the A.P.C., and, on a motion by Professor MacKenzie, approval in principle was given to the document where it addresses itself to terms of reference. Dean Baldwin was requested to excerpt from his memo the appropriate terms of reference for each of these three Committees, and to formally notify the respective Chairmen of their modus operandi.

11. Agenda for Executive Council Meeting
- Proposed Extension of Christmas Vacation

[There being insufficient business on hand, it was decided not to hold an Executive Council meeting in February; the next meeting of Council will be on March 5].

A copy of Professor Shiner's memo of January 29--commenting on the Campbell proposal and recent Faculty discussion of the document--was distributed, together with the pertinent Minute from the Executive Council meeting of January 15.

On a motion by Professor Young, it was agreed that, before Arts Council lifts this item from the table for further discussion, Student Council's reaction to the proposal be determined; additional feedback be obtained from Departments within the Faculty; and that, so far as possible, individual student opinion be sounded.

12. Enrolment Restrictions

Members had before them copies of Professor Hackler's memo of January 23 in which he suggests that departments be permitted the option of closing enrolment in 20% of their courses; and the 1968 Report of the Committee on Restriction of Registration in Individual Courses.

Dean Baldwin stated that, in informal conversations with members of the Departments of English and Sociology, there had been evidence of discontent at their inability to accurately predict and/or control student registrations. He also drew members' attention to an apparent conflict in principles which had been enunciated in the above-mentioned 1968 Report: on the one hand it states that "no department limit enrolment in any course without the consent of the Dean"; and on the other, that "a department has sole jurisdiction over its method of presenting a course." The Dean then asked Executive Committee for comments and procedural advice, in particular, whether members felt that the original Dean's Committee should be reactivated to study this problem in light of present-day circumstances.

On a motion by Professor Hett, it was agreed to refer to the Academic Planning Committee the question of ceilings on enrolments, to be explored in light of all available file material, and with the request that the A.P.C. prepare a detailed statement for presentation to Faculty Council which would include their recommendations for handling the problem. It was further agreed that, for the duration of this particular project, the A.P.C. be requested to attach to its membership a representative from the Dean's Office such as Associate Dean Blanchard or Mr. Middleditch.

13. Other Business

13.1 Proposal for East Asian Studies Committee

Members were asked to consider a petition, dated January 20 and bearing the signatures of Professors D. Bai, D. E. Young (Anthropology); C. Caldarola (Sociology); H. Cummins (Political Science); B. L. Evans, H. J. Jones (History); K.D. Prithipaul (Religious Studies), and P. Schouwers (Philosophy), asking that the Faculty of Arts appoint a Standing Committee to organize and administrate an undergraduate interdisciplinary program leading to a B.A. in East Asian Studies. It was also noted for information that Professor Evans' understanding of the intent of this petition is that it constitutes a request to set up a preliminary organizing body on an analogy with the early Canadian Studies group.

On a motion by Professor Young, it was agreed that Executive Committee recommend to Executive Council that it establish an ad hoc Committee for Information and Advice on East Asian Studies, but without any commitment as to future developments.

13.2 G.F.C. - Reported for information

At the G.F.C. meeting on January 29:

i) Faculties were given authority over Ab.F's.

ii) In the matter of academic appeals procedures, the Report of the G.F.C. sub-committee on Appeals was adopted in principle.

iii) The G.F.C. Committee to Examine Course Changes at the University Level was deactivated.

iv) Professor Dimic was elected as the G.F.C. representative on the Committee for the Selection of a Chairman for Romance Languages.

v) It was agreed that the matter of preregistration be debated at the next meeting of G.F.C.

14. Adjournment

By unanimous consent, the meeting adjourned at 12:30 p.m.

Chairman.

January 30, 1973 APPENDIX "A"

Enquiry into the State of the Department of Slavic Languages

At a meeting on February 10, 1971 the Executive Committee of the Faculty, in light of a petition for review of the performance of the Chairman of the Department of Slavics (denied), resolved that as a first step in responding to what was an unhappy situation in the department, there be a special meeting of the Department of Slavic Languages in the presence of the Dean or Associate Dean of the Faculty of Arts in an attempt to clarify some of the problems of the department; further, the Executive Committee recommended to the Dean of the Faculty of Arts that he subsequently appoint a committee to investigate the Department of Slavic Languages, if necessary, in order to determine the nature and extent of the problems which agitate the department, the committee to make such recommendations as it deems warranted. This is a recapitulation dated 10/11/71 over the Faculty Secretary's signature. The actual Minute itself records as the primary motion THAT the Executive Committee recommend to the Dean the appointment of a committee to investigate the department to determine the nature and extent of the problems that agitate it and make such recommendations as it deems warranted. The "first step" is then minuted as an amendment. Although Dean Smith apparently explored the possibility of a special meeting of the department, as far as I know one did not take place.

On September 6, 1972 I was in receipt of a letter from the President of the AASUA formally requesting an enquiry into the administrative operation of the department, the criteria on which staff assignments are based, and the relations between individuals in the department. After a meeting with him and the Chairman of the Welfare Committee of the AASUA, I replied on September 7 that Dr. Moore and I, according to procedures of our own devising, intended to determine the present condition of the department. Our intention was to discover whether the Slavic Department was functioning in a manner acceptable to us. If we found that it was not or that we were left with unanswered questions, we would then consider conducting a more formal enquiry, perhaps by means of committee, to determine the nature and extent of their problems. We had decided on this course of action before the request from the AASUA was received. We were therefore not acting in response to it but out of our own need to satisfy ourselves that the present condition of the department was satisfactory. I recorded in my letter to the AASUA that it was my understanding that the proposed course of action outlined in my letter had met with their approval, but that in any case we intended to proceed in accord with it. I received no comment from them.

Between September 29 and November 20 Dr. Moore and I interviewed individually the eight Slavic Department full time staff members, five of the six student representatives of the department, and the departmental Chairman. When we had finished our discussions, we drafted a statement that seemed to us to represent what we had heard. We circulated this draft statement to the people interviewed on December 22, 1972 and in a covering letter, said to them that although of course they could not test our statement as to accuracy of representation, they could tell us whether there was anything in it with which they would strongly disagree or which they would modify if this were to be their account. We promised that after we had received their replies, we would prepare a final statement for distribution.

We received three replies, two of them in writing. In the one case we were told that there was nothing in our résumé with which the writer would strongly disagree, nor did he have any cause to suggest modification; indeed, he welcomed the statement. We also received a lengthy written reply from Dr. Vanek, who disagreed strongly with the entire statement. He complained that it took no account of his comments about the running of the department. He insisted that we attach his entire letter as a minority report to our final report. He said he would also like to see a more balanced statement of what his colleagues said.

We have now drafted a final statement of our findings. We have made reference in it to the exception taken to it by one member of the department, but we have no intention of attaching his statement as a minority report. This is our statement of conditions as they now in fact are in the department. We also heard by telephone that there were a number of people in the department who were somewhat concerned by our use of the term "over-administration" on the grounds that this was an ambiguous or at any rate imprecise term, and, moreover, that it applied to an earlier time when circumstances had been such that a relatively tight rein had been called for. Other than these replies, our statement has produced no response of which we are aware. A copy of our draft was sent to the AASUA on December 27. Their President commented on January 23, 1973, that "the report indicates both a statement of areas of concern to your office with respect to the administration of the Department, and a general statement of approval with the Department as it is now operating." Dr. Moore and I have now formulated a final statement (attached).

R. G. Baldwin, Jan. 26, 1973

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Report on the Present State of the Department of Slavic Languages

The Dean and Associate Dean (Humanities), between September 29 and November 20, interviewed individually the eight Slavic Department full-time staff members, five of the six student representatives of the department, and the departmental Chairman. Individuals were closely questioned about points contained in a letter sent to them by the Dean's Office (attached), but they were encouraged to raise any other points about life in their department that they thought relevant; and they were invited after the interviews to come back if they had anything more to add to their comments (only one did so). They were assured that, although a report of the interviews would be prepared, their own comments would be held in confidence as to source. Interviews were conducted informally and lasted fifty minutes on the average. Most of the people interviewed seemed to speak freely and openly.

Among both those who could speak from experience and those who were going by report, there was a very strong consensus that the department's long period of problems was drawing to an end and that past problems were largely attributable to particular individuals rather than to departmental administration or issues affecting the department generally. On the other hand, a number of specific current issues, mainly of an academic nature and involving both staff and students, could pose serious problems for the future well-being of the department if the department does not address itself to them in a spirit of cooperation.

It was commonly said that the atmosphere in the department was now "100% better," that the situation was "quite different," that the department was in "good health," that it was entering at last a period of "peace and prosperity." Members generally agreed that they were free to criticize the operation of the department (although a few sensed inhibition and reserve); that the mechanics and channels existed for any individual to bring his views to the attention of his colleagues; that democratic procedures were practised (albeit at some expense to the minority in given cases). Members considered that the departmental administration and chairmanship were of good quality. However, a number expressed the view that they would like to see, now, after such a long period of strife in the department, a deliberate effort by all to create a more relaxed, informal atmosphere of trust and confidence. It was felt that there was, finally, a chance to get the whole department working as a team in a highly constructive way. In this regard, suggestions were that, in such a small department, a large number of formal rules might no longer be necessary and administration might in certain respects be made more participatory by the department's operating as "committee of the whole" for most questions, and individual members might all participate more actively and more responsibly in the department's administration (although how these two suggestions could be made compatible was not clear). The point seemed to be that there may be a degree of over-administration in the department.

The main, active problems of the department singled out by staff and student members (although with varying degrees of concern in each case) were academic in nature: the need seen by some, although not all, for a personal, extensive, public relations campaign in the community in order to overcome the problem of low enrolments, and greater dissemination to students of information about the department's goals and principles; the desirability of greater freedom of course choice, especially in the case of graduate literature students; the feeling of resentment that the interests of Slavic Linguistics are imposed too heavily on the interests and aspirations of all staff and graduate students; the need, generally and strongly felt, especially by staff and students involved in literature programs, to develop stronger literature programs per se, with less Slavic Linguistics emphasis. In relation to the last three issues, those concerned seemed aware that diverse viewpoints were held in the department and that the problems were complex, and may in part be indigenous to language departments. Still, there seemed to be a willingness to seek reasonable solutions. The belief was expressed that, in the department as it is presently constituted, there exists the potential for good programs both in Slavic Languages and Linguistics and in Slavic Literature, although limited enrolments and restrictions in manpower impose certain constraints. In the meantime, it was recognized that some academic tension will exist but not, in the opinion of most, at the expense of the effective operation of the department.

A "Résumé of Interviews with Members of the Department of Slavic Languages," in these terms, was drafted and circulated to all concerned on December 22, 1972. The covering letter from the Dean and Associate Dean read as follows:

> The accompanying statement seems to us to represent what we heard [during our discussions] . You cannot, of course, test our statement as to accuracy of representation, but you can tell us whether there is anything in it with which

> you would strongly disagree or which you would modify if this were to be your account. After we have received your replies, we shall prepare a final statement for distribution.

By January 25, 1973, only three responses had been received. In the one case, exception was taken to the statement that "there may be a degree of over-administration in the department," on the grounds that, in the minds of some staff, at any rate, the point was, rather, that although circumstances in the past probably made close supervision of the affairs of the department necessary, there was no longer need for it in the same degree. Another commented that the résumé was acceptable to him. The third recorded his strong disagreement with it in its entirety and asked that his letter be attached as a "minority report."

The intention of the Dean and Associate Dean in holding these interviews was to determine the present condition of the Department of Slavic Languages, to discover whether it was functioning in a manner acceptable to them. The "Résumé" circulated was not a statement of findings but a test of their perceptions of what they had heard, as preparatory to deciding whether more formal enquiry into the state of the department was indicated. The views of the third respondent to the circulated résumé were already a matter of record and did not, for the Dean and Associate Dean, materially change the general picture of the department that was taking shape.

In light of what has been revealed by the enquiries begun in September, the Dean and Associate Dean are satisfied that the Department of Slavic Languages is at present functioning in an acceptable manner and that there is no need for further, more formal investigation.

R.G. Baldwin,
Dean.

C.H. Moore,
Associate Dean (Humanities).

January 26, 1973

September 26, 1972

Dear Professor :

Earlier in the term, Department Chairmen in the Humanities and Fine Arts were told that we in this office, as members of a new administration, would find it useful to have informal discussions with departments about their operation, plans and ambitions, and potential or existing problems of all kinds. Hopefully, these discussions would serve, primarily, to begin a more open and continuing exchange of views than has been possible between departments and our office, to enable us to act in advance of problems and, in the case of departments such as yours that have experienced difficulties, to help create a healthy climate for us all to work in.

We have already had such discussions with some departments. They have not followed a prescribed format because, rather than being conceived as in any sense formal hearings, they are genuinely meant as exploratory conversations that will permit us to assess the present condition of our departments. Thus the particular discussions are "off the record," and the views expressed to us by individual staff members will remain confidential as to source. Any summary that we see fit to make will not identify staff members by name.

When we can have a talk with you, we shall cover such questions as the following:

- do you have suggestions for improving the way in which decisions affecting the Department and individuals within it are made? (re: meetings, committee membership, tenure and salary recommendations, course assignments, curriculum and programs, graduate supervision)

- do you have suggestions for improving the purely administrative operation of the Department? (re: support services, accommodation, communication)

- generally, does the Department function so as to facilitate your teaching, research, and professional activity? In your particular case are there problems that you would like to raise about your work?

- excluding earlier conflicts or conflicts now in litigation, how would you assess the environment of the Department where personal relations are concerned? Can you suggest changes that would make for improvement here?

- what is your view of the Department's possibilities for good growth and development?

Our meeting with each of you is not likely to last more than about one half hour. In the interests of us all, then, will you please, as soon as possible, let Miss Watters, the Dean's Secretary (phone: 4221) know the day (preferably afternoon) and the time that you will be able to come and have a talk with us. Because our schedule for these meetings is extensive, we should appreciate meeting with you within the next ten days.

Sincerely,

R. G. Baldwin,
Dean.

C H Moore

C. H. Moore,
Associate Dean (Humanities).

EXECUTIVE COMMITTEE

Minutes of a Meeting on February 22, 1973

9:30 a.m. - 12:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, R. J. Middleditch (present for discussion of items 3.1 & 12), B. Nuttall, J. O. Orrell, D. Young.

ABSENT: B. McLaren.

1. Agenda Additions

As item 14. Curriculum Committee Report on Extra-Faculty Courses
15. G.F.C. Report on University Priorities and Budget Allocations for 1973/74.

2. Minutes of the Meeting of January 30, 1973

The Minutes were approved as circulated.

3. Student Petition/Appeal

3.1 McAfee, Catherine Suzanne - Petition to transfer from the Second Year of the LL.B. Program in the Faculty of Law to the Fourth Year of the combined B.A./LL.B.

Miss McAfee enrolled in the General B.A. program in the fall of 1969 and took a program similar to the first year of the B.A./LL.B. Program, except for one course (Psychology 202). Had she transferred to the combined program in the fall of 1970, she could have done so with a minor adjustment to her second year. Miss McAfee maintains that she enquired about such a transfer but was told that the combined program had been discontinued. (The combined program was actually discontinued--no further admissions--in the fall of 1971.) On the basis of excellent grades Miss McAfee was admitted to Law after two years in the B.A. program, and now finds herself in the same class with many combined students who will receive their B.A. degree at the end of their second year in Law. Miss McAfee has met the academic standard required of B.A./LL.B. students, and in addition has passed the Law School Admissions Test, which is not required of B.A./LL.B. students. Her petition was supported by Professor F. D. Blackley, former Chairman of the B.A./LL.B. Committee; and, provided that the requirement of three additional Arts courses is made up during spring/summer session, by the Faculty of Law.

Petition granted.
(subject to careful delineation of the program requirements)

3.2 Coates, Donald Lewis - Appeal to be allowed Degree Credit for French 100

Mr. Coates, a member of the RCMP who is being supported by Federal funds in his bid for a B.A. with a major in Psychology, originally applied for admission to the University as a non-matriculated adult (age 32); however, on the basis of one matriculation deficiency, he was admitted to Arts Faculty as a freshman deficient in a language other than English. He successfully completed the required make-up--French 100--and requested that he be allowed degree credit for this course on the grounds of age, grades, service commitments, and the cost of taking a spring session course (due to projected lab. commitments, he would prefer not to take the 6 remaining courses in his final year). In Mr. Coates' appeal, and in a supporting letter received from the University Ombudsman, questions were raised about the rationale by which the Faculty deals with the matriculation deficiencies of mature, non-matriculating students, and the relative deficiencies of mature, fully matriculated students. Some Committee members also expressed concern about the seeming disparity in these regulations.

A motion to deny the appeal was defeated; whereupon it was then moved THAT the appeal be granted.

Appeal upheld.

4. Waiver of Final Examination in Music 260
Acting on behalf of Council, Executive Committee approved a request for waiver of final examination in Music 260: Theory Laboratory, for the present session.

5. G.F.C. Report on the Abolition of Departmental Examinations
This report was considered in detail by the Faculty Admissions and Matriculation Committee, and the Committee arrived at the following position which has been conveyed by the Dean to the G.F.C. Admission Requirements Committee, which requested the views of the appropriate body within our Faculty:

> The Committee recommends that on an experimental basis we accept the marks of the individual high schools as matriculation requirements providing that they are reported through the Department of Education as the body responsible for the maintaining of high school standards. This is on the understanding that the Department of Education is taking steps to create an examination structure for scholarship, correspondence, and appeal students.
>
> The Committee further recommends that Institutional Research and Planning be assigned the task of studying on a continuing basis the relationship of high school marks and university performance in order to maintain continuing assessment of admission standards.
>
> While it does not recommend that at the present time entrance tests be required of all matriculating students seeking admission to the Faculty of Arts, it does suggest that these be asked for special cases and as spot checks on matriculation examination standards.

The statement was received for information by Executive Committee.

6. Academic Principles and Aims Committee Membership
Professor Lightbody resigned from this Committee, and the Political Science nomination for his replacement--Professor J. A. Lejnieks--was ratified by Executive Committee.

7. Report of the Academic Planning Committee on Interdepartmental and Interdisciplinary Courses
Members were of the opinion that the report should not be submitted to Executive Council on March 5 in its present form; the Dean will so advise A.P.C., and recommend that discussion take place with individual Departments, particularly in the matter of creation and determination of courses, the administrative structure, and the tax proposed. Should A.P.C. see fit to carry forward "as is," then Executive Committee will make known to Council its support of the principle of interdepartmental and interdisciplinary studies, but record its view that there are many questions still to be resolved.

8. Report of ad hoc Committee on Student Representation
This report is to be placed on the agenda for the Executive Council meeting of March 5. Executive Committee supports the document, although two members recommend that, insofar as the Faculty Honors Committee is concerned, the present method of obtaining student representation--nomination and election of Honours students by students in that program--be continued.

9. Report of the Course and Calendar Change Committee re: English 190, Old Testament Literature 352, New Testament Literature 353, and Interdepartmental 346
The report will go before Executive Council on March 5 and, although the Faculty is on record as having accepted the principle of considering course proposals in both the spring and fall of the year, nevertheless, when the item is introduced on the agenda, the chair will formally ask "whether Council wishes to review these proposals at this time."

10. Selection Committee for Chairman of Religious Studies
Dean Baldwin reported that the statutory members had met in committee and approved the procedure and nominations recommended by Executive Committee [Item 6, Minutes of January 30], following which, a mail ballot was distributed to full-time members of the Faculty.

11. Departmental Discussions re: Proposal to Extend Christmas Vacation
It was agreed that the issue be raised once more at the Council meeting of March 5, in light of departmental discussions which have taken place since the proposal was first introduced on January 15. To facilitate debate, the chair will present a summary of departmental and student response received to date.

12. Difficulties in Implementing Ab.F. Regulations
Members had before them a copy of a memo dated February 16 from Professor Blanchard, citing the difficulties encountered by the Student Program Office in preparing to deal with Ab.F's according to the new Faculty guidelines, and seeking an effective solution to the problem.

Executive Committee resolved THAT

a) Within Arts Faculty, Departments be made responsible for processing all grades for students absent from final examinations, and that the onus be on Department Chairmen to ensure that their instructors comply with the agreed procedures for treating Ab.F's; i.e., unless there is evidence at the time that the absence is excused, the instructor must assume that it is unexcused, assign a mark of zero for the final examination, combine it with the term mark, and submit a stanine for the final grade. If the Faculty Office subsequently discovers that the absence is in fact excused, then the mark for the final exam. will be struck, the term mark retained, and the Department notified of a deferred final.

b) In the case of other Faculties offering service courses to our students, their co-operation will be sought in adhering to Arts Faculty guidelines.

13. External Membership on Council
[Ref. item 8, Minutes of January 30]
Dean Baldwin reported that he had contacted other Faculties to determine their interest in serving on our Council and reaction was as follows:

Engineering: As their number of half-year courses increases so does their interest in the area of Arts options, and they would like to be represented on our Council.

Home Economics: Would like to retain membership -- as a small unit they find it useful to have this view of a large Faculty at work.

Science: Believe that their numbers could be reduced to 2 from the present 4, and recommend that their representation be from the Departments of Mathematics and Geography, and, further, that a set of Minutes be forwarded to the Dean of Science.

Education: Feel that, if necessary, their numbers could be reduced, but that in any event it is very useful to have representation from the Dean's Office.

Physical Education: Would very much like to be represented.

It was resolved that Executive Committee propose to Council THAT Arts Faculty henceforth recommend on an annual basis to G.F.C., membership on our Council according to the following formula: 1 representative from each of the Faculties of Engineering, Business Administration & Commerce, Home Economics, and Physical Education; and 2 representatives from each of the Faculties of Science and Education--in the case of Science, these members to be from the Departments of Mathematics and Geography, and in the case of Education, from the Dean's Office and 1 other--and that these people have membership on our Executive Council as well as full Council.

14. Curriculum Committee Report on Extra-Faculty Courses
Members had before them the Curriculum Committee report, containing the recommendation THAT, after satisfactory completion of his first year, a student may, on the written recommendation of the department of his principal subject of concentration, and with the approval of the Dean, arrange a coherent program in which up to three of the options are replaced by courses taken outside the Faculties of Arts and Science. Normally no more than two such courses may be taken in any of the senior years of the program, and all other requirements for the degree must be met.

It was agreed that this report be placed on the Executive Council agenda for March 5.

15. G.F.C. Report on University Priorities and Budget Allocations for 1973/74
It was agreed that this study be passed to the Council of Department Chairmen for review and discussion.

16. Agenda for Executive Council meeting of March 5
The agenda will be drawn up by Dean Baldwin.

17. Adjournment
By unanimous consent, the meeting adjourned at 12:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of a Meeting on March 27, 1973

3:30 - 4:45 p.m.

PRESENT: R. G. Baldwin (Chairman), W. Eastman, R. R. Hett, M. W. MacKenzie, B. McLaren, J. O. Orrell.

ABSENT: F. F. Bueckert, B. Nuttall, D. Young.

1. Agenda Additions

   As item 5(b): Withdrawal Requirement on Failure to Complete Matriculation Deficiency.

   As item 8: Honors Committee

2. Minutes of the Meeting of February 22, 1973

   The Minutes were declared approved as circulated.

3. Canadian Studies Committee: Appointment of Chairman

   Dean Baldwin reported that, according to procedures established by Council, the new Standing Committee met and selected its Chairman: Professor R. R. Hett. The notice of appointment was received for information by members of the Executive Committee, and will be included in its Report to Council on April 2.

4. Nominations for G.F.C.

   This spring four Faculty seats become vacant on G.F.C. following the expiry of the terms of office of Professors B. Abu-Laban, R. d'Alquen, M. Dimic, and G. Schaarschmidt. Under the present election procedures adopted by the Faculty, eight departments were eligible to nominate candidates to fill these vacancies.

   Members received for information the Report of the Nominating Committee, submitted on its behalf by Professor Meekison, Chairman of the Faculty's Election Procedures Committee. This list of nominees will be presented to Council on April 2, and, following a request for further nominations from the floor of Council, a ballot containing the complete slate of candidates will be mailed to all full-time members of the Faculty.

5. Banff School of Fine Arts Summer School: Advanced French

   5.1 Advanced French II

   Approval was given to a recommendation dated March 20 from the Department of Romance Languages that the Faculty accept this course for credit as the equivalent of the University's French 340. (Advanced French II was previously recognized as the equivalent of the University's French 330). It was further agreed that standing recognition be given, provided that the competence of the instructional staff at Banff, and the administrative arrangements, continue to be acceptable to the Department of Romance Languages.

   5.2 Advanced French I

   Romance Languages also recommended that Banff's Advanced French I be accepted as the equivalent of the University's French 200; however, this request was superfluous as standing recognition has already been granted (ref. item 3, Executive Committee Minutes of April 26, 1972).

6. Course and Calendar Change Committee

Dean Baldwin reviewed:

i) Professor Powrie's memo of December 13, 1972 in which he had in effect recommended that this Standing Committee as it is presently constituted be abolished on the ground that it did nothing of significance, and that its work be done by a small administrative committee. In Professor Powrie's view the most difficult question to be dealt with, since the Committee had not addressed itself to weighing the academic substance of courses, was the matter of jurisdictional conflict.

ii) Discussion at the Executive Committee meeting of December 15, 1972 (ref. item 5 of Executive Committee Minutes), at which time members agreed that while some pre-screening of course proposals could be handled at the purely administrative level, nevertheless some academic review was essential, and this could best be accomplished over a 12-month period.

iii) Referral to Council on March 5, 1973 (ref. item 4 of Executive Council Minutes) of the question of receiving course proposals at times other than the fall session of Council. There was no challenge to the Dean's stated assumption "that Council has no objection to considering course proposals at times other than and in addition to the fall meeting of Council."

The Dean then asked for members' reaction to Professor Powrie's recommendation that the Course & Calendar Change Committee be abolished, in light of (a) the role the Committee has been playing, and (b) the possibilities for a more active role over a 12-month period.

Discussion centred on members' concern over the matter of jurisdictional disputes, and the desirability of some assessment of the academic substance of courses. The related question of resources was also raised in terms of the Faculty role in maintaining an overview and hence some balance among departments.

By general consent, it was resolved THAT the executive Committee does not believe it in the interests of the Faculty to recommend to Council that this Standing Committee be abolished because it believes:

a) There is a necessity for a body charged by Council with scrutinizing proposals because the fact of its existence may provide some element of guarantee that departments will accommodate themselves to the principles and aims of the Faculty at large;

b) There should be a greater degree of jurisdictional mediation than there has been, and that, if the Course and Calendar Change Committee will undertake this mediation role more actively, it might consider bringing the parties together before the Committee;

c) There must be some attempt made at least to identify proposals that may be considered highly questionable on academic

> grounds, before they are brought forward to Council. The Executive Committee suggests that the Course and Calendar Change Committee be more active in this regard, if only to the extent of drawing to the attention of the Executive Committee issues that it feels ought to be pursued at the level of the Executive;

and THAT in light of the fact that Council now appears to be prepared to hear course proposals at very nearly any time during the course of the year, the Executive Committee believes that the Course and Calendar Change Committee could profitably conduct its business on a year-round basis.

7. Student Appeals

7.1 Appeal to be allowed degree credit for Russian 100: Laura McQuillan

Miss McQuillan transferred to the University of Alberta following two years of study at the University of Winnipeg, and was admitted to the Faculty of Arts in September 1972 with eight advance credits and deficient in a language other than English (a second language in matriculation is not required for entrance into the Faculty of Arts and Science at the University of Winnipeg). At the time of registration, she enrolled in Russian 100, evidently under the assumption that, if successful in this make-up course, it would be counted for credit toward her University degree. However, the Faculty Office interpretation of the regulation affecting transfer students is that a student who was admitted to a B.A. program at another university minus a language other than English has an absolute deficiency, and that its make-up does not entail degree credit.

Miss McQuillan appealed the decision on the grounds that (a) she was never advised that degree credit would not be granted for Russian 100 (she claims that such knowledge would have affected her choice of universities); and (b) she could not afford the time and money required to take an extra course.

Having verified that Miss McQuillan did not in fact receive complete advice in her correspondence with the Faculty Office, and in view of the fact that she was enrolled in a Faculty of Arts and Science, it was moved THAT her appeal be granted, and that degree credit be given for Russian 100, subject to successful completion of this make-up course by Miss McQuillan.

Motion carried.
(Appeal upheld)

7.2 Appeal to be allowed 7 courses in the area of concentration: Catherine Luck

Miss Luck will have completed 14½ of the 15 courses required for the General B.A. Degree by the end of this session, but her program includes 7 Anthropology courses, i.e. 2 in excess of the number permitted in her area of concentration. The irregularity in registration was discovered by the Faculty Office in a recent check of the records of prospective graduands, and, when contacted on March 12, Miss Luck said she thought that Anthropology 390, since it was used for her second-year Science, would not count against her area of concentration. The Faculty Office pointed out that, while this might explain the taking of 6 courses in the area of concentration, it would not account for the seventh; and ruled that, to be eligible for graduation, she must complete 2½ additional courses in a subject other than Anthropology and Sociology.

Miss Luck appealed the decision and petitioned to be allowed 7 courses in her area of concentration.

The Committee noted that the Program Form forwarded to Miss Luck in February 1972 contained the standard notation "You are responsible for the completeness and accuracy of your registration," and that the over-concentration in Anthropology should have been apparent to her at that time, the form showing as it does a listing of Anthropology 390 under "Science" and Principal Area," although it was recognized that understandable confusion could occur.

It was moved THAT (a) the appeal to be allowed 7 courses in the principal area of concentration be denied, but that Miss Luck be permitted to offer 6 courses in this area, including Anthropology 390; and that (b) the remaining 1½ courses be taken in a subject other than Anthropology and Sociology (notwithstanding the fact that she has only 3½ courses in Sociology) because her commitment to these areas of concentration has been at the expense of the remainder of her General Arts Program.

It was further resolved THAT in future cases of a similar nature, a special note be inserted on the Program Form to alert the student.

Motions carried.

(Appeal to be allowed 7 courses
in the area of concentration
denied - Alternative presented)

8. Withdrawal Requirement on Failure to Complete Matriculation Deficiency

[Mr. R. J. Middleditch, Assistant Director of Student Programs, joined the meeting for this discussion.]

Dean Baldwin referred to a note received from Associate Dean Blanchard in which he inquired whether, in light of three exceptions allowed last summer (ref. Executive Committee Minutes of July 26 & Sept. 28, 1972 re: Messrs. Pon, Reid, and Bouthillier), there had been any change in the Faculty Office ruling:

--that students be required to take a suitable course to clear a matriculation deficiency;

--that it must be cleared in the next academic session;

--that it must be passed with at least a grade point of 4;

--that failure to clear a deficiency will result in a requirement to withdraw regardless of what other marks may be obtained in courses taken for degree purposes;

--that the student will not then be readmitted until the matriculation deficiency has been cleared, either by a supplemental in the course in question (if granted such a privilege) or by obtaining the necessary credit in an acceptable matriculation course at the '30' level.

Members' reaction was that the Executive Committee's response to an individual petition or appeal did not constitute a change in regulations; that such decisions were recognized as exceptions to the norm.

It was agreed, however, that the question of a change in the Faculty Office ruling requiring withdrawal in the event of failure to complete a matriculation deficiency be referred back to Associate Dean Blanchard for study--particularly in light of the recommendation that may be going forward to Council from the Admissions and Matriculation Requirements Committee (see item 10 below)--and that if it is decided to retain this contentious rule, the will of the Faculty be determined through appropriate channels. It was nevertheless noted that, whatever the outcome here, some means of ensuring that students not postpone indefinitely their deficiency make-ups will need to be devised.

9. Honors Committee

i) Chairman: Professor MacKenzie (retiring Chairman) reported that at its meeting of March 21 the Honors Committee had selected a new Chairman: Professor C. R. Wilson. The notice of appointment was received for information by members of the Executive Committee, and will be included in its Report to Council on April 2.

ii) Student Representation:
Approval was given to a recommendation from the Honors Committee THAT selected student representatives from the Departments of Mathematics, Romance Languages and Sociology be allowed to serve on the Honors Committee as representatives of their Departments for the balance of the term. [Specific appointments are pending; approval of the resolution affords flexibility in obtaining representation from these Departments for the May meeting of the Honors Committee.]

iii) Report of the Honors Committee: March 1973
The Report was received for information by the Executive Committee and will be given a place on the Executive Council Agenda for April 2.

10. Agenda for Executive Council Meeting of April 2
Dean Baldwin referred to a report being prepared by the Admissions and Matriculation Requirements Committee which in all probability will contain the following recommendations:

i) THAT students will be admitted to the Faculty of Arts from high school with a single relative matriculation deficiency and will be allowed to make up that deficiency for degree credit providing that the total number of junior courses taken does not exceed the number prescribed by the Faculty.

ii) THAT a language other than English be required of non-matriculated adult students in B.A. programs in the Faculty of Arts for degree credit provided they have not cleared this requirement at the matriculation level. (Date of implementation - January, 1974).

Members agreed that unless the report was ready for distribution with the agenda for the meeting of April 2, it be deferred until the May meeting of Arts Faculty Council, i.e. that the matter was of sufficient importance that it should not be laid on the desk of Council just prior to discussion.

11. Adjournment

By unanimous consent, the meeting adjourned at 4:45 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of a Meeting on May 1, 1973

2:00 - 5:15 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell, D. Young.

ABSENT: B. McLaren, B. Nuttall.

1. Agenda Additions

Under item 2: Student Petition - Miss Ellen Yeung.

Under item 3: Student Representation - Subdivide as follows:
   a) Selection & Review Committees for Chairmen of Depts.
   b) Canadian Studies Committee

Under item 7: a) Proposed Extension of Christmas Break
   b) Soviet & East European Studies Committee
   c) Banff School of Fine Arts: Drama Courses

2. Minutes of Executive Committee Meeting of March 27 and Executive Council Meeting of April 2

The Minutes were declared approved as circulated.

3. Student Petitions/Appeal

3.1 Petition for Aegrotat Standing: W. C. Douglas

Mr. Douglas has spent approximately eight weeks in University Hospital since the first of the year, and according to doctors' statements, his treatment will continue for some time. He applied for aegrotat standing (Anthropology 307, Anthropology 325, Political Science 360, History 379), citing a satisfactory course average to date; and the instructors concerned signified their support of his request.

Petition granted.

3.2 Petition for permission to complete remaining B.A. (General) requirements (4 courses) as a Visiting Student at the University of Ottawa: Miss Ellen Yeung

Miss Yeung based her petition on domestic grounds: a) her forthcoming marriage in June and her desire to accompany her husband to Ottawa, where he will be working for approximately six months, and b) her wish to complete her program by December 1973 because of financial commitments to her family.

Members queried Mr. R. J. Middleditch, Assistant Director of Student Programs (who joined the meeting for discussion of this petition), as to how Miss Yeung could hope to complete 4 full-year courses at the University of Ottawa within the time limit she proposed, namely December 1973. He replied that one means would presumably be by completing two courses in Summer Session and 4 half-year courses in Fall Session. He also pointed out that the petition, if granted, would in any event be subject to all requirements of the program being met, and referred to the procedures in existence between universities for surveillance of visiting students.

Members were divided on the issue: those opposing the petition felt that it did not represent a case of extreme personal hardship (grounds for approval of some similar petitions in the past); those in favour were inclined to accommodate the student on the basis of satisfactory grades to date, and the assurance by the Student Program Office of adequate supervision of the remainder of her program. The deciding vote was cast by the Dean.

Petition granted.

3.3 Appeal to be allowed advanced credit for 14 courses toward the B.A. (Special), on transfer from Red Deer College to the U. of A.: Miss Diane Kun

Miss Kun requested a major exception to the University regulation that "a student transferring to the University from a college that is authorized to give one year of university work shall be granted normally a maximum of one year of advanced credit; a student transferring from a college that is authorized to give two years of university work shall be granted normally a maximum of two years of advanced credit" (item 11.2, Junior Colleges, General Faculties Council Policy Manual). In effect, in Miss Kun's case a maximum of 10 courses may be credited on transfer.

Notwithstanding the foregoing, Miss Kun based her appeal on Section 14.6 of the General Calendar which states that "a student proceeding towards a first degree will normally be required to attend at least one academic year and complete a full year's program." (The latter statement was conceived before the B.A. (Special) came into being.) In support of her appeal to be allowed more than 10 courses, she cited having received from the Arts Faculty Student Program Office assurance that only one year of courses at the University was required and that as a result, she had "made commitments and built up expectations for next year." Misinformation was given to Miss Kun in an interview on March 2, 1973; however, this was subsequently corrected in a letter dated March 19, and, in any event, there is a letter on her file dated October 17, 1972 (when Miss Kun first investigated the possibility of a transfer) from the Red Deer Dean of Studies, in which it is stated, "She is aware of the University of Alberta's regulation that prevents a Red Deer College student receiving advance credit for more than ten courses in a University of Alberta program."

In general discussion of the University/junior college relationship, members were firmly convinced that on academic grounds--quality of teaching staff, quality of university environment, library, labs., etc.--the maximum number of courses to be accepted for advanced credit on transfer from a junior college should be 10 as specified (meaning in effect that for the 3-year B.A. (General) the third year of the program is to be completed at the U. of A., and for the 4-year B.A. (Special) the 3rd and 4th years are to be completed on this campus).

In the specific case in question, members rejected the appeal that major commitments had been made in the 17-day period from March 2 (when Miss Kun received incorrect information) and March 19 (when the appropriate regulation was quoted to her), on the basis that a) Miss Kun was already three-quarters of the way through the program in question, and b) there is concrete evidence on file indicating that as far back as October 1972 she was aware of the limitation of 10 courses for advanced credit on transfer from Red Deer.

Appeal denied.

4. Committee/Council Membership

4.1 Results of the recent ballot to elect 5 Arts Faculty Representatives to G.F.C. (reported for information)

The following were elected to serve three-year terms, commencing July 1, 1973:

E. D. Blodgett	Associate Professor	Comparative Literature
R. N. Bosley	Associate Professor	Philosophy
P. J. Cahill	Full Professor	Religious Studies
P. A. Robberecht	Associate Professor	Romance Languages

In addition, Professor C. W. Hobart (Sociology) was elected for a one-year term (replacing Professor Crighton, Music Dept., who is going on sabbatical leave).

4.2 East Asian Studies Committee

On April 2 the Executive Council of the Faculty gave its approval to the formation of an ad hoc Committee for Information and Advice on East Asian Studies (but without any commitment as to future developments).

The membership roster recommended by Executive Committee is as follows:

C. Caldarola, Sociology (Chairman)
D. Bai, Anthropology
H. Cummins, Political Science (Membership to take effect on his return from leave, Jan. 1/74)
S. R. Munro (Assistant Dean)
K. D. Prithipaul, Religious Studies

It was further recommended that a representative from the History Department be nominated sometime next year (the two members of the History Dept. who signed the original petition to establish this Committee--Profs. B. L. Evans and H. J. Jones--are expected back on campus by mid-1974.)

4.3 Departmental Representation (academic staff) on Executive Council

Reference was made to the Report of the Election Procedures Committee relating to membership on Arts Faculty Executive Council, adopted by Executive Council in May 1969, in particular, the statements "The size of a Department is determined by its full-time appointments (budgetary strength) taken to the nearest whole number. Visiting Professors, Post Doctoral Fellows, Sessional Lecturers, Graduate Assistants should not be counted, nor will they be eligible to vote or to be candidates." For the record, it was confirmed that

APO's should also be excluded, i.e. should not be counted, nor be eligible to vote or be candidates. In addition, "taken to the nearest whole number" is interpreted as encompassing the fractional .5 (& above); e.g. for purposes of calculating F.T.E., 61.5 becomes 62. [The foregoing interpretations reflect past practice; however, since one or two departments stand to gain or lose a representative on Council this year as a result of their application, it was deemed advisable to make them a matter of official record.]

4.4 Student Representation

4.4.1 Selection and Review Committees for Chairmen of Departments

Reference was made to the import of a motion passed at the G.F.C. meeting of April 30, the specific wording of which is quoted below for members' reference:

> THAT two students (one graduate and one undergraduate) may be added to the membership of selection and review committees for chairmen of departments and that the individual faculty councils concerned shall establish the method by which the students are to be selected.

As a result of this motion faculties will now be required to decide:

a) Whether student representation would be meaningful in their particular faculty and

b) If student representation is desired, how the students are to be selected.

It was agreed that the matter be given a place on the agenda for Arts Faculty Council meeting of May 15, at which time Council will be asked to debate the principle of whether students should be added to such committees. If the principle is adopted, the technique for selection of students will then be considered, say, for example, by referral to the Election Procedures Committee.

4.4.2 Canadian Studies Committee

By general consent the Executive Committee agreed that the Canadian Studies Committee be exempted (on analogy with the Honors Committee) from the general provisions of the Gainer Report on Student Representation adopted by Council in March 1973. In other words, the procedure for this Committee adopted by Council in May 1972 takes precedence, namely:

> THAT there be at least three student members of the Committee, elected by the students registered in the program.

5. Committee Reports

5.1 Academic Planning Committee Report on Restriction of Enrollment

It was agreed that the Report be placed on the Agenda for the AFC meeting of May 15. In the interim, Dean Baldwin will suggest to

Chairman Rose that he come prepared to clarify such questions as:

--the specific meaning of the phrase "freedom in terms of FTE allotment to close courses. . .";

--the intent of the recommendation that "'Arts' be added to the list of faculties in the Calendar statement 13.1.3"; i.e., whether the intent of the recommendation is that Arts--as is the case with some of the professional faculties--adopt a quota system.

As demonstrated by the foregoing, Executive Committee felt that the fundamental debate in Council would centre on whether restriction of enrolment should be permitted in other than crisis situations. There were, however, ancillary questions arising from the recommendations in the Report:

--the University-wide considerations relating to late evening and Summer Session classes;

--the significance of the recommendation that "prior permission be obtained from the Dean to admit students in the order of [departmental] priority indicated."

5.2 Curriculum Committee Report on Extra-Faculty Courses
On the recommendation of Executive Committee, Professor Orrell agreed to take the Report back to the Curriculum Committee for a review of:

--the mechanics for obtaining written statements from students seeking to take extra-Faculty courses;

--the timing for consideration of such requests (advance registration must also be kept in mind);

--the means of defining approved (and similarly, excluded) extra-Faculty courses.

6. Summer Recess: Provision for Academic Appeal Body
Dean Baldwin referred to G.F.C. action on January 29 which in effect gave to individual faculties responsibility for their own internal appeals procedures; and he reminded members that Arts Faculty had designated the Executive Committee as its appeal body. He then referred to the problem of assembling a complete roster of Executive Committee members (the legally constituted appeal body) during the summer months, and invited suggestions for an appropriate alternative.

By general consent it was decided to recommend to Council:

> THAT the Executive Committee be authorized to meet as an appeal body provided there are five members in attendance, and that if five current members cannot be obtained for a meeting, the Dean be authorized to add to the Committee from former members of the Executive Committee sufficient numbers for the purpose of functioning as an appeal body.

7. Advance Registration
Members had before them a copy of a memorandum from the Registrar dated April 12 presenting a tentative schedule for implementation of advance registration [copy attached to the official Minute].

Dean Baldwin reported for information that while the Timetable Office recommends an August 31 deadline for course and calendar changes to come before G.F.C., Deans' Council had supported a counterproposal for an October 1st deadline, and that the latter date is also favoured by a majority of Arts Department Chairmen as the least of a number of evils.

8. Proposal to extend Christmas Vacation [ref. Executive Council Minutes of March 5, item 8.]
Reported for information: All parts of the University that responded to an invitation to comment on Professor Campbell's proposal for an extended Christmas vacation opposed it, and, therefore, the G.F.C. Executive on April 2, 1973 decided no further action was indicated.

9. Soviet and East European Studies Committee
Dean Baldwin referred to the G.F.C. resolution of September 25, 1972 making interfaculty interdisciplinary and multidisciplinary graduate student programs administratively responsible to the Dean of the Faculty of Graduate Studies and Research. That act will legitimize the transfer from the jurisdiction of the Faculty of Arts of its Committee on Soviet and East European Studies to the Faculty of Graduate Studies & Research, provided that Graduate Studies finds that it meets the G.F.C. definition of "interdisciplinary etc.". The Committee itself had previously recommended such a transfer, and the policy of our Faculty has been to support the idea, at least insofar as graduate involvement is concerned. Grad. Faculty was at first amenable to immediate transfer, but subsequently expressed a desire to defer action, pending decision on an M.A. program in this area.

By general consent Executive Committee agreed that Arts Faculty should ready itself for the action proposed and, accordingly, the Dean will take to Council on May 15 a request THAT Council support the transfer of the Interdepartmental Committee on Soviet and East European Studies from the Faculty of Arts to the Faculty of Graduate Studies and Research (alternative arrangements to be made within Arts Faculty with respect to its undergraduate activities).

10. Banff School of Fine Arts: Accreditation of Courses for Transfer Credit
[The Curriculum Committee's précis (memo dated April 25 from Professor Orrell to Dean Baldwin) having been distributed to members, a copy is attached to the official Minute only.]
The joint recommendations of the Drama Department and the Curriculum Committee were accepted by Executive Committee and will be offered for Council's ratification on May 15:

1. That credit be given as below for the following courses:

a) Advanced Acting	-	Drama 250	
b) Directing	-	Drama 382	
c) Advanced Playwriting	-	Drama 360	
d) Advanced Stagecraft	-	Drama 270	(except for B.F.A. (Design))

2. That in order to qualify for accreditation students must possess matriculation entrance for B.A. or B.F.A. (Drama).
3. That faculty offering the above courses meet Faculty of Arts approval through an annual review by the Department of Drama.
4. That written and/or practical examinations be included in courses which are to be taken for credit.

Note Advanced Stagecraft is recommended to be withheld for credit from those in B.F.A. (Design) because of the integral nature of this core course in the first year of the Design program.

11. Adjournment
By general consent the meeting was adjourned at 5:15 p.m.

Chairman.

APPENDIX.
(ref. item 7)

TO: Deans, Directors and Department Chairmen

April 12, 1973

FROM: A. D. Cairns, Registrar

Re: Tentative Schedule for Implementation of Advanced Registration

As you know, on February 26, 1973, General Faculties Council passed the following motion, to take effect in 1974:

> "That the present system of Winter Session Registration at The University of Alberta be replaced by a system that permits advanced registration to take place during June and July of each year, and that an advance system of registration for senior students take place by mail or in person no later than the end of April each year."

The implication of this motion is that the final sessional timetable which has been printed in August for use in early September would, beginning in 1974, have to be printed in February for use in March. And since the timetable must include new courses and course changes, a further implication is that the deadline for final approval of new courses and course changes would have to be about October 1, 1973 rather than December 15 as in the past.

As Dean Baldwin pointed out in the G.F.C. debate on this matter, this would probably mean that departments will have to consider changes in their course offerings as early as April, 1973, in order to have them included in the timetable and calendars by March 1, 1974.

Since there is considerable urgency in this matter, we felt that it would assist departments, faculties and schools in their planning if we circulated a tentative schedule for their consideration. Such a schedule is appended to this letter.

A more detailed proposal, including cost estimates will be presented to the Executive Committee of General Faculties Council as soon as possible. If approved, the Board will then be asked to provide the additional funds required for development, implementation and maintenance of the system.

(signed) A. D. CAIRNS
Registrar.

APPENDIX.
(ref. item 7 - cont.

TENTATIVE SCHEDULE

TO ACCOMMODATE ADVANCED REGISTRATION

AUGUST 1, 1973	Departments should submit course changes to faculties for approval by this date.
AUGUST 1 to 31, 1973	Faculties approve course changes and forward to Secretariat for reproduction and circulation.
AUGUST 17, 1973	Timetabling Division of Registrar's Office sends calendar mockups to Departments and Faculties for revision.
SEPTEMBER 1, 1973	Timetabling Division sends 1973-74 Course Master Timetable Register to Departments for revision and up-date to provide basis for 1974-75 timetable.
SEPTEMBER 1-28, 1973	Secretariat reproduces and circulates all proposed course changes submitted by Faculties. Courses not challenged within three week period are approved. Challenged courses are referred to G.F.C. for decision.
SEPTEMBER 28, 1973	Last day for Departments to submit revised Course Master Timetable Registers to the Timetabling Division of the Registrar's Office.
OCTOBER 15, 1973	Revised calendar copy from all sources should be turned in to the Timetabling Division of the Registrar's Office by this date.
NOVEMBER 30, 1973	FIRST Draft of the 1974-75 Course Master Timetable Register and University Schedule is sent by the Timetabling Division to Departments for final revision and up-dating.
DECEMBER 17, 1973	Departments return updated Course Master Timetable Register to Timetabling Division.
MARCH 1, 1974	All individual 1974-75 faculty calendars available for distribution.
	Course Registration Procedure Booklet including the 1974-75 Timetable available for distribution.

APPENDIX.
(ref. item 10)

TO: Dean R. G. Baldwin

April 25, 1973

FROM: John Orrell

Re: Banff School of Fine Arts: Accreditation of Courses for Transfer Credit

In response to a letter dated January 8 from D. S. R. Leighton your office approached the Departments of Art & Design, Music and Drama to see what recommendations they would make about accepting Banff courses for credit. Art and Design recommended that credit not be immediately granted for the courses, but that a year should elapse with an evaluation at the end of it. Music recommended that the Banff courses not be accepted for credit because of the shortness of the term.

Drama, on the other hand, do wish to see certain of the courses accepted under conditions which they have spelt out and which the Curriculum Committee has now reviewed. The Committee fully endorses Drama's recommendations, which are as follows (slightly amended by agreement between Drama and the Committee):

1. That credit be given as below for the following courses:

   a) Advanced Acting - Drama 250
   b) Directing - Drama 382
   c) Advanced Playwriting - Drama 360
   d) Advanced Stagecraft - Drama 270 (except for B.F.A. (Design))

2. That in order to qualify for accreditation students must possess matriculation entrance for B.A. or B.F.A. (Drama).

3. That faculty offering the above courses meet Faculty of Arts approval through an annual review by the Department of Drama.

4. That written and/or practical examinations be included in courses which are to be taken for credit.

Note Advanced Stagecraft is recommended to be withheld for credit from those in B.F.A. (Design) because of the integral nature of this core course in the first year of the Design program.

In endorsing these recommendations, the Curriculum Committee accepts the Drama Council's assessment of the Banff School of Fine Arts, its programs and its present instructors, and notes Professor Peacocke's comment that "under existing conditions the department is satisfied that normal university standards are and should be retained for matriculated students."

(Signed) John Orrell.

cc. Professor Thomas Peacocke
Chairman, Department of Drama.

EXECUTIVE COMMITTEE

Minutes of Meeting of May 29, 1973

10:00-11:00 a.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie.

ABSENT: B. McLaren, B. Nuttall, J. Orrell, D. Young.

1. Minutes of Meeting of May 1, 1973
The Minutes were declared approved as circulated.

2. Graduands [Ref. item 3, AFC Minutes of May 15]
On the recommendation of the Committee on Academic Standing, and with authority delegated by Council, the Executive Committee approved the following additions to the list of graduands:

HUNT, Sandra Muriel - B. Music, with Distinction
MERCEREAU, Kathy Lee - B.A. after B.Sc. Nursing, with Distinction
PYZYK, Irene Mary - B.A. Special (Classics)
TOUCHINGS, Dawn Lynn - B.A. General, with Distinction
WILEY, Donald Raymond - B.A. General, with Distinction.

The list of students recommended by College Universitaire Saint-Jean for the degree of Bachelor of Arts was also approved:

BERGE, Kathryn Ann
BOURASSA, Solange Rose-Marie
CHAUVET, Ernest Georges
DURET, Richard Paul
JOHNSON, Albert Roland
JOHNSON, Renee Anna
LeBLANC, Chantal
LEFEBVRE, Philippe Charles
LEMIRE, Henri Pierre Joseph
LORIEAU, Denis Joseph
PELLETIER, Gilles Albert
PERREAULT, Mae Marie
SIMONOT, Marguerite Lorraine, with Distinction.

Notes re College St. Jean:

i) In future, every effort will be made to ensure that the list of College St. Jean graduands is received in advance of the May meeting of Arts Faculty Council.

ii) Council having given its approval in 1971 to representation (one member) by College St. Jean on Arts Faculty

Council(s), Dean McMahon will be invited to forward the name of this external representative, for ratification by Arts Council and G.F.C.

3. Student Appeal for waiver of remaining requirement in the second area of concentration (½ course in Classics): Mrs. Rillah Carson
Mrs. Carson (née Sheridan) was admitted to the B.A. (General) program in September 1966. In the academic years 1966/67-1967/68 she completed 10 of the required courses, and then became inactive insofar as her U. of A. B.A. program was concerned. In the summer of 1969 she completed two courses at the University of Ottawa, after which she applied to this Faculty for reenrolment in the 3rd year of her B.A. program and was accepted. She subsequently changed her mind and returned to the University of Ottawa in 1969/70 where she completed a number of Education courses. In December 1970 she married and moved to Newfoundland where both she and her husband obtained teaching positions; and in the summer of 1971 she petitioned the Executive Committee of the Faculty (on domestic and financial grounds) to be allowed to complete the final year of her B.A. program as a Visiting Student at Memorial University in St. John's. The petition was granted, on the understanding that all degree requirements be met. In April/May 1972 correspondence with the Student Program Office, it was established that, upon successful completion of Greek 3110/3111, Mrs. Carson would receive advanced credit for our Classics 350, in which event she would have completed the minimum 3-course requirement for her minor in Classics. By March 1973 Mrs. Carson was within one full course of completing the 15-course requirement for her degree, of which, one half-course was still required in her second area of concentration (she had not taken Greek 3111 as anticipated). Since Memorial was not offering a Classics course in either 3rd semester or summer session 1973, it was agreed that English 3120 (to be taken at Memorial's summer session) would be accepted as the equivalent of a half-course in senior Classics (the remaining half-course required to complete her program was also expected to be completed in summer session at Memorial--either Sociology 3350 or Religion 3260). In May 1973, Mrs. Carson requested yet another change in her B.A. program, namely, that the remainder of her minor requirement be waived and that she be permitted to take Linguistics 381/382 (at U. of A. summer session) to fulfil her degree requirements. She stated that she had been accepted into the M.Ed. program and that the Dept. of Elementary Education recommended the latter course; she also stated that Classics 352 (offered as a full credit course in summer session) would conflict with ED CI 527 which she intended to take this summer. The request was denied by the Student Program Office, whereupon Mrs. Carson appealed the decision.

In considering the appeal, the Executive noted that:

i) the requirements governing the second area of concentration have been known to Mrs. Carson for some time:

ii) in the period Dec. 1971 to date, she completed 4 single semester courses not applicable to the B.A. program;

iii) it is not essential that Mrs. Carson take Linguistics 381/382 during summer session (the Chairman of Elementary Education states that many students take the course during the normal pattern of their M.Ed. program);

iv) Classics 352 is being offered in summer session (the apparent scheduling conflict with Mrs. Carson's stated preference--ED CI 527--was not viewed as overriding).

On a motion by Professor Eastman, the appeal was denied.

4. Membership on Faculty Committees

4.1 Replacements necessitated by Leaves & Resignations

It was noted that a number of committees will need to be brought up to strength, and the Executive agreed to deal with these at its next meeting, at which time the present means of structuring Faculty committees (on recommendation to Council by the Executive Committee) will be reviewed.

4.2 Academic Planning Committee

Dean Baldwin informed members that Professor E. J. Rose (chairman) had just tendered his resignation from this Committee, that Professor Moore's resignation from the committee is anticipated, and that two other members--Profs. Jones and Nettler--are now absent on leave. The Dean then referred to a recent request from the University Academic Development Committee for Academic Plan #9 Staffing Projections, and he reminded members that this report falls within the terms of reference of the APC. Under the circumstances, the Dean recommended the immediate appointment of a new chairman of the APC; i.e. it is imperative that work on the manpower analysis continue, and the Chairman of the APC could direct the Faculty's resource people in securing basic data during the summer months. In light of the foregoing, the Executive was asked to give consideration to the appointment of Professor Marahrens as Chairman of the APC, with the proviso that the Committee be brought up to strength as soon as possible, and that the full membership roster be presented for Council's ratification in the fall, according to standard procedures.

On a formal motion by Professor MacKenzie, it was unanimously agreed THAT Professor Marahrens be invited to chair the Faculty's Academic Planning Committee.

5. By general consent the meeting was adjourned at 11:00 a.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of July 9, 1973

2:00 - 4:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. Orrell, D. Young.

1. Agenda Additions
   Under item 6: Other Business
   6.1 Canadian Studies Program
   6.2 Arts Faculty Council Fall Meeting.

2. Minutes of Arts Faculty Council Meeting of May 15 and Executive Committee Meeting of May 29
   The Minutes were declared approved as circulated.

3. Student Petitions

3.1 Ernest Anton Hee

Mr. Hee successfully completed two years of the combined B.A./LL.B. Program during the academic years 1970/71 and 1971/72. In 1972--although eligible for entrance to the Faculty of Law--he decided to accept a U.S. scholarship, with the aim of becoming a professional baseball player. He attended Green River Community College in Auburn, Washington for a year, subsequently deciding that it would be in his best interests to complete his university education and then make another bid for a baseball career. Mr. Hee therefore petitioned for readmission to the B.A./LL.B. Program after a year's absence from the U. of A., his petition having the support of the Faculty of Law.

Petition granted.

3.2 Shelley Williams

[Mr. R. J. Middleditch, Assistant Director of Student Programs, joined the meeting for the purpose of providing background information on this petition.]

On completion of the second year of her B.A. General Program, Miss Williams informed the Executive Committee that her father was being transferred to Vancouver and that "for personal and family reasons" she felt it best to accompany her parents. On this basis she submitted a petition to be allowed credit "for certain courses which I will take at the University of B.C.". Members of the Executive questioned the lack of specificity, and Mr. Middleditch advised the Committee that, in light of previous discussions and correspondence, the Student Program Office interpreted Miss Williams' petition to be a request to take the final year of her U. of A. program as a visiting student at U.B.C. Mr. Middleditch then referred to procedures previously approved by the Executive Committee whereby Miss Williams would in any event be permitted to take 3 courses as a visiting student at U.B.C., subject to approval of the courses by the Student Program Office. [Ref. item 11.1, Minutes of August 30, 1972: ". . .that the Student Programs Section of the Faculty Office be authorized to deal with petitions which involved requests for approval for the taking of 2-3 courses elsewhere on a visiting student basis, in order that requirements for the University of Alberta's general B.A. degree might be satisfied."]

Members were unanimous in their opinion that, at least on the basis of the information at hand, Miss Williams had not "made a case" for permission to take the final year of her program at U.B.C.

Petition (for 5 courses) denied, with the proviso for 3 courses as outlined above.

The Faculty Secretary was instructed to notify Miss Williams of the Committee's decision, and to suggest that if she [Miss Williams] wished to submit further factual details concerning the necessity of accompanying her parents to Vancouver, the Executive might be willing to review her petition in light of the additional information.

4. Waiver of Final Examination: English 190

Members had before them a copy of Professor Bilsland's memo of June 25 in which he requested on behalf of the Department of English a waiver of final examination for English 190: Fundamentals of Writing, on a parallel to that previously granted for English 290: The Craft of Writing (ref. item 5, Executive Committee Minutes of July 26, 1972). The matter was opened for discussion by Professor MacKenzie who moved THAT the request for waiver be granted. Questions were then raised as to whether the two courses were essentially the same in aim and content, and whether the departmental view expressed in the statement relating to English 290--that there would be little value in requiring that a final examination be held--constituted sufficient justification for waiver. It was recognized that the latter statement in all probability implied that the instructor would have adequate opportunity to assess students on the basis of written assignments submitted during the course of the year; however, some concern was expressed at the growing practice of cribbing on assignments. The importance of final examinations in establishing and maintaining standards was also emphasized.

The vote was taken.

Motion carried (3-2-1)
(Waiver of final examination in English 190, on a continuing basis.)

5. Requirement to Withdraw: Matriculation Deficiencies
[Ref. item 8, Minutes of March 27, 1973]
Members had before them a copy of Associate Dean Blanchard's memo to Dean Baldwin dated May 9, 1973:

> Since the original regulation which required a student to withdraw if he failed in a course which he was taking to make up a matriculation deficiency was an "in-house" regulation, we have taken the liberty at this end, of changing this regulation on an "in-house" basis. We now treat the course that the individual is taking to make up a matriculation deficiency, either with credit or without, as we would any other course in a student's program, with the exception that, he or she will not be given a conceded '3' in this course - that is they must pass it with a minimum grade of '4'.
>
> We will do everything we can to encourage students to make up such deficiencies early in the programs, and would hope in the exceptional cases where our persuasion does not work, that the Executive Committee will back us up by denying possible petitions from students, late in their careers, to have this requirement waived.

The memo was received for information, with the proviso that the Student Program Office be asked to record the "acts of persuasion" on the students' records, for the purpose of future reference in the event of petition.

6. Membership on Faculty Committees
[Ref. item 4.1, Minutes of May 29]
Dean Baldwin reported that he had asked Professor Gainer, newly appointed Associate Dean (Social Sciences), to review the present means of structuring Faculty committees (i.e., the procedures followed in making appointments to committees, selection of chairmen, term of office, etc.), and to devise a means of implementing the legislation governing student representation which was passed by Council on March 5, 1973. Pending a report from Professor Gainer, the Executive will deal with committee nominations in accordance with standard practice.

Membership on various Faculty committees was updated as follows:

6.1 Academic Planning Committee

Outgoing Members	Executive Nominations*
C. H. Moore (resigned)	E. J. H. Greene
H. J. Jones (leave)	J. Hackler
G. Nettler (leave)	R. Silvester
	U. Trumpener

*Professor Marahrens having replaced Professor E. J. Rose as chairman of the committee (ref. item 4.2, Minutes of May 29), 4 appointments are required to bring the membership up to strength.

6.2 Academic Principles and Aims Committee
The following departmental nominations were duly received and accepted by the Executive Committee:

Philosophy: M. van de Pitte (replacing J. C. MacKenzie, who is going on leave)

Religious Studies: P. J. Cahill (representing this newly created department).

Note: (1) Professor R. Pearce's name was deleted from the membership roster, E.L.S. having been abolished.

(2) Replacements for APC appointees F. Roseman (resigned) and B. D. Giorgio (leave: Jan./74) are pending receipt of nominations from the Academic Planning Committee.

6.3 Academic Standing Committee

Outgoing Member	Executive Nomination
F. G. Hulmes (leave)	R. C. Smith

6.4 Admissions and Matriculation Requirements Committee

Outgoing Member	Executive Nomination
H. J. Jones (leave)	J. E. Foster

6.5 Course and Calendar Change Committee

Outgoing Member	Executive Nomination
A. Thomas	E. Reinhold

6.6 Library Committee
The Executive received the departmental nomination of K. D. Prithipaul (representing the newly created Department of Religious Studies).

6.7 Religious Studies Committee

Outgoing Members	Executive Nominations
B. L. Evans, Chairman (leave)	W. D. Gainer*
E. J. Rose (resigned)	A. S. A. Mohsen
	M. Schoenberg

*By general consent it was agreed that Professor Gainer's appointment be on an *ex officio* basis (representing the Dean's Office), and that he be asked to convene a special meeting of this committee for the purpose of selecting a new chairman.

6.8 Salary and Promotions Committee

Outgoing Members (expiry of 3 yr. terms dating from November 1970)	Executive Nominations*
J. Lauber	R. N. Bosley
F. C. Engelmann	R. E. McKown
	A. Scott
	S. E. Stambaugh
	(Alt. - B. G. Rule)

*The slate will be presented to Arts Faculty Council for approval; election by Faculty Ballot will follow.

6.9 Election Procedures Committee
6.10 Tenure Committee
} Deferred for future consideration.

7. Canadian Studies Program
[Ref. item 3, AFC Minutes of May 16, 1972]
The question of the inclusion of courses offered by the Faculty of Education having been resolved via the recently adopted legislation governing extra-faculty courses (AFC Minutes of May 15, 1973, item 7), this item will now disappear from the agenda.

8. Arts Faculty Council Fall Meeting
Dean Baldwin informed members that advance registration is about to be a reality on campus and that, as a consequence, the first fall meeting of Arts Council must take place in August so that course and calendar changes may be processed in time to meet the G.F.C. deadline of September 1. The Arts Council meeting (full Council) will in all probability be held sometime during the third week in August, at which time AFC will be asked to delegate to the Executive Committee authority to receive subsequent nominations for student representation on Executive Council, as well as any outstanding departmental (faculty) nominations; so that, hopefully, the latter body will be at full strength for its first fall meeting (tentatively scheduled for September).

9. Adjournment
By unanimous consent, the meeting adjourned at 4:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of August 22, 1973

9:30 a.m. - 12:15 p.m.

PRESENT: Dean R. G. Baldwin, Chairman; Professors W. Eastman, J. F. Forrest, R. R. Hett, M. W. MacKenzie.

ABSENT: Professors F. F. Bueckert, J. O. Orrell, D. Young.

The Executive met as an appeal body on this occasion, Professor Forrest's attendance having been authorized by means of legislation passed by Council on May 15, 1973 [item 6, AFC Minutes].

1. Review of Petitions

1.1 Petition to be allowed advanced credit for a senior correspondence course: Mrs. Amina Mohammed

Following assessment of transcripts from Washington State University and the U. of A. Faculty of Education, Mrs. Mohammed was accepted for admission to Arts Faculty for the 1973/74 session and granted advanced credit for 8 courses. Mrs. Mohammed then submitted a petition to be allowed credit for an additional half-course which she had completed--a senior correspondence course (English 428X: The English Novel) offered by W.S.U.--on the grounds that she had achieved excellent work in English 428X and it seemed a waste of time and effort to be denied degree credit for this course; and further, that such credit would be a great help in reducing the amount of time and money she must spend to complete her B.A. program.

Members of the Executive were of the opinion that the evidence (Mrs. Mohammed's previous academic record, and the reasons advanced in her petition) did not justify an exception being made in the Faculty's application of a University regulation which in effect restricts extra-mural credits to the first year of the program [G.F.C. Policy Manual, p. 106, item 5: Beginning with the session 1933-34, the University will accept extra-mural credits up to and including, but not beyond, the second year of university work. Note: The first of these two years has since been dropped by the University.]

Petition denied.

1.2 Petition for permission to complete the final year of the B.A. (General) Program as a Visiting Student at the University of Calgary: Sonia Elsie Zendran

Miss Zendran based her request on domestic grounds: her forthcoming marriage at the end of August and subsequent move to Calgary, where her (then) husband's residence and place of business are located. She added that, having completed two years at the University of Alberta, she did not wish to enroll in the 4-year Arts program offered by Calgary, primarily because her husband was expecting to be transferred to Montreal in the fall of 1974 and, in that event, she would be faced with yet another adjustment in her B.A. program.

The Executive was inclined to be sympathetic to the request, in view of the fact that petitions arising from similar circumstances had been approved in the past; nevertheless concern was expressed about the frequency and validity of such petitions [see item 2.1 below].

Petition approved.

(Subject to a) official confirmation that the marriage has taken place, and b) approval by the Student Program Office of the courses yet to be taken at Calgary)

1.3 Petition for permission to complete the final year of the B.A. (General) Program as a Visiting Student at the University of Victoria: Holly Hunter Peterson

A review of Mrs. Peterson's academic record to date revealed that she had received advanced credit for 5 courses (in lieu of courses taken at the University of Calgary), the remaining 5 courses (i.e. the second year of her program) having been successfully completed on campus during the 1972/73 session. Her petition closely paralleled that of Miss Zendran: Mrs. Peterson stated that she wished to accompany her husband to Victoria, where he had been offered a position which would provide both an increase in salary and an opportunity to make use of his training in architectural drafting. She also emphasized their current financial predicament, indicating that it would be virtually impossible to contemplate two more years of university; in other words, that she could not afford to enroll in Victoria's 4-year program.

The Executive's decision was reached in light of the arguments described in item 1.2 above, but with the additional concern that approval would mean that only the second year of the program would be completed on campus.

Petition approved.

Petition rescinded by student-- see p. 791.

(Subject to approval by the Student Program Office of the courses yet to be taken at Victoria)

1.4 Petition for permission to complete 5 of the remaining 7 courses in the 4-year B.A. (Special) Program at the University of Western Ontario (London): Barbara Joanne Deruyter

Explanatory notes:

i) The 13 courses for which Miss Deruyter has already received credit were acquired in the following sequence:

--advanced credit for 4 courses (completed during a period of enrollment in the Faculty of Science)

--successful completion of 5 courses during the 1972/73 session, plus 4 courses taken during the 1973 Spring and Summer Sessions.

ii) Assuming approval of the petition, 2 of the 5 courses to be taken as a Visiting Student would serve to complete the 3rd year of Miss Deruyter's program, the other 3 being applied against her 4th year. Miss Deruyter would then be expected to return to Alberta and complete the 2 courses remaining in her B.A. (Special) during the 1974 Spring Session.

iii) The Student Program Office is empowered to grant such requests (i.e. the SPO holds authorization for the approval of up to 3 courses to be taken off-campus during the final year); however, in view of the course sequence involved in this particular case, it was deemed advisable to refer the request to the Executive Committee.

Among the reasons advanced by Miss Deruyter in support of her petition was her intention to apply for an M.A. at Western (and the assumption that she would improve her chances for admission by successfully completing a full year as a Visiting Student at that institution); however, she also expressed a desire to leave Edmonton for a year "due to the strain of personal problems." Mrs. M. J. Krock of the Student Program Office was asked to join the meeting for the purpose of clarifying the petition, and, in her view, the family conflict was the overriding factor. Mrs. Krock stated that as a result of a lengthy interview with Miss Deruyter, she was convinced of the legitimacy of the plea, namely, that the student's academic performance would be adversely affected were she to remain in Edmonton for the coming session. Mrs. Krock added that in the normal course of events she would have been prepared to accede to the request [see explanatory note iii) above].

The case was reviewed by the Executive in light of Miss Deruyter's academic performance to date, and the additional information provided by the Student Program Office.

Petition approved
(Subject to approval by the Student Program Office of the courses yet to be taken at Western)

Petition rescinded by student--see p.791

1.5 Donna C. Lordon

1.5.1 Petition for permission to complete the remaining 4 courses of the 9-course B.A. after B.Sc. Program as a Visiting Student "elsewhere"

Mrs. Lordon successfully completed 5 courses during the 1972/73 session, and in the spring of 1973 moved to Newcastle, N.B. with her family. On August 14 she submitted a petition to the Executive Committee for permission to complete her degree "at some other university, when I can manage it," adding that "since there is no university in or near Newcastle this will probably take some time."

Members were unwilling to approve the carte blanche request for courses to be taken off-campus, as outlined in Mrs. Lordon's petition. It was agreed, however, that when Mrs. Lordon's plans to complete her degree are more clearly defined (i.e., if at some future date Mrs. Lordon were to approach the Committee with a request for courses to be taken as a Visiting Student at a specifically named institution), the Executive would be prepared to entertain a submission.

Petition denied.
(Subject to review as outlined)

1.5.2 Request to be permitted to take for degree credit a senior corres.course offered by Queen's University: History 46-260

[This was a separate request dated August 14, addressed to the Dean's Office rather than to the Executive Committee.]

In the course of her letter Mrs. Lordon indicated that she was aware of the University regulation restricting extramural credits to the first year of the program [see 1.1 above], but that she was requesting an exception be made in her case because of the limitations imposed on her by virtue of her place of residence (at present it is virtually impossible for her to take a university course on-campus). Mrs. Lordon also stated that she was prohibited from taking a junior correspondence course for degree credit as she had already filled the quota of first year courses in the B.A. after the B.Sc. program.

As in the case of Mrs. Mohammed, the Executive was of the opinion that the evidence did not justify an exception being made to the University regulation governing extramural credits.

Petition denied.

[Members were not inclined to support an alternative proposal put forward by Mr. R. J. Middleditch of the Student Program Office: that Mrs. Lordon be permitted to take a junior-level correspondence course by giving precedence to the ruling that "up to 3 courses in the B.A. after B.Sc. may be junior courses," which does not specify that the junior courses need be taken in the first year of the program. There was instead general agreement that Mrs. Lordon should be expected to fulfil her remaining degree requirements by successfully completing 4 fully accredited senior-level courses.]

1.6 Request for Admission of Susan J. Eberlein as a Special Student

[This request was submitted to the Executive not as a formal petition, but merely to test its opinion and thereby serve as guidance for the Student Program Office.]

Members had before them a copy of a memo dated August 16 addressed to Associate Dean Blanchard by Professor L. Eberlein of the Department of Educational Psychology, which read in part as follows:

> I am formally requesting the admission of Susan Eberlein as a Special Student to either the Faculty of Arts or Faculty of Education. I am making this request even though present University policy does not permit formal

> consideration of such a request. Sue will neither have matriculation nor be 21 years of age by September of this year. However, in the light of good educational practice, and customary practice at many of the better universities in North America during the past twenty years, I am suggesting that exceptions be made to the present rules for appropriate students.

Members were also acquainted with Assistant Dean Munro's assessment of the case, summarized in a memo dated August 21:

> Essentially, the girl is sixteen years of age, has completed two matric. level courses and wishes early entrance to the University; supposedly the petition is based on the girl's above average intelligence, dissatisfaction with a good portion of her high school program, and the desire to get an early start on her post secondary work.
>
> My own recommendation is negative in view of the precedent that would be set and in view of the fact that a teacher reported grade of 78 on English 30 is not exactly evidence of brilliance.

Initial reaction was that there was no evidence in Miss Eberlein's high school record of outstanding ability; therefore, a waiver of admission standards was not justifiable. [There was also the suggestion that Miss Eberlein might take an alternative route, namely, that she seek permission to audit the course(s) of interest to her.] Dean Baldwin then asked members to set aside the individual argument and to consider the broader issue: whether there should in fact be any modification in the Faculty practice which up to the present time has been that such requests not be accepted. The consensus seemed to be that there should be some means whereby the door could be opened to the exceptionally gifted student [see item 2.3 below], but that ad hoc decisions in the absence of a policy were not in the best interests of the Faculty. Members then returned to consideration of Miss Eberlein's case and it was decided to recommend to the Student Program Office THAT Professor Eberlein's petition on behalf of his daughter be denied on the ground that she does not meet the defined admission standards presently in force.

2. Referrals arising from Petitions

2.1 Referral to Student Program Office

The Student Program Office is undertaking a study of residence requirements and, in light of item 1.2 above, it was recommended that the SPO be asked to broaden the scope of its inquiry in order to determine the practices elsewhere--in other universities and in other faculties on campus--in the handling of the final year of the undergraduate program. It was also recommended that the record of petitions by Arts Faculty students over the past 5-6 years be reviewed to discover whether or not there has been any significant increase in the number of requests to take the final year of the B.A. program off-campus.

2.2 Referral to Curriculum Committee

In the course of considering Miss Deruyter's petition [item 1.4 above], reference was made to the increasing tendency of students to take courses at times other than the regular winter session. It was evident that some members held grave reservations about this practice, on the ground that Spring & Summer Session courses were not the equivalent of full courses offered during the normal Winter Session. It was therefore recommended that the Curriculum Committee be requested to study the matter and to prepare a position paper for presentation to the Faculty, if their findings indicated the need for a change in policy.

2.3 Referral to Admissions and Matriculation Committee

It was recommended that, within the frame of reference outlined in item 1.6 above, the A. & M. Committee be asked to review the standards governing the admission of Special Students.

[The petitions having been approved or denied, Professor Forrest left the meeting; the other members remained for informal discussion of item 3. below.]

3. Implementation of Gainer Report on Student Representation [Ref. Executive Council Minutes of March 5, 1973, item 6]

Members suggested minor changes in the material which had been circulated in advance of the meeting. A copy of the final draft is attached to the official Minute.

Chairman.

TO: Department Chairmen

August 30, 1973

FROM: W. D. Gainer, Associate Dean
Faculty of Arts

Re: Annual Election of Student Representatives to Arts Executive Council

Enclosed for your information are copies of all documents that will be used in implementing student representation according to Council instructions: (a) an election information sheet for students, (b) a committee questionnaire, and (c) a description of Faculty committees (all of which will be distributed to Arts students at registration).

Pursuant to acceptance by Arts Faculty Council in March 1973 of the Report of the Committee on Student Representation (Gainer Report), all Arts students registered in a full-time degree program are now entitled to elect a designated number of representatives each year to the Arts Faculty Executive Council. The total numbers of such elected student representatives and their distribution between departments or disciplines are to be the same in any year as that provided by Arts Council formula for departmentally elected faculty representatives.

The Report calls for the election of student representatives to take place each fall at departmentally organized meetings called for the purpose of offering and receiving student nominations, and for election of the requisite number of students from that meeting to a seat or seats on Arts Executive Council. The numbers of elected faculty and student representatives allocated to each department for 1973/74 under the formula are set out below for reference purposes.

In general, each department has full responsibility for organizing, publicizing and supervising the student electoral meeting held under its aegis. Presumably the main items requiring administrative attention will be the following:

(a) publicizing the required form of nominations procedure and the date and place of the departmental student electoral meeting, in time to report results to the Faculty Secretary for the first or second meeting of the Executive Council (see below);

(b) supervision and identification of students attending the departmental electoral meeting to preclude illegitimate or multiple use of the departmental electoral machinery -- something which is to be achieved by carefully punching square 1* on the back of the Students' Union I.D. card to indicate that the voting option has been exercised by the student at one such departmental meeting for the purpose;

(c) providing for adequate student participation in the surveillance of nomination and voting procedures at the time of the departmental electoral meeting (remember to provide ballots);

*Square 1 follows immediately after the "T", "U", and "F" squares on the I.D. card.

(d) preserving the ballots after election, in case of queries;

(e) publicizing the availability in the departmental office at any time of student questionnaire forms for the purpose of indicating a willingness to serve on various Arts Council committees (to be supplied by the Faculty Secretary, on request).

Formula for departmental student representation (same as for faculty)

Department of:	Anthropology	1
	Art and Design	2
	Classics	1
	Comparative Literature	1
	Drama	2
	Economics	2
	English	5
	Germanic Languages	1
	History	3
	Music	2
	Philosophy	2
	Political Science	2
	Psychology	1
	Religious Studies	1
	Romance Languages	3
	Slavic Languages	1
	Sociology	2

Suggested Procedures for Publicizing Elections

Perhaps the simplest means of publicizing the elections to Executive Council is for chairmen to ask instructors to announce during the first week of classes the time and place of the departmental electoral meeting, the process of nomination, and the need at the meeting for the Student's Union I.D. card (only full-time undergraduate Arts students registered in a degree program are eligible to vote and stand for election).

Departments, in addition to allowing for nominations from the floor, may wish to devise a simple advance nomination form that instructors can announce as available in departmental offices. It would show, presumably, name, I.D. number, phone number and address, department, and an indication of willingness to stand for election.

cc: Chairmen, Arts Faculty Standing Committees.

Information for All Students in Arts

STUDENT REPRESENTATION ON FACULTY COMMITTEES

A resolution of Arts Faculty Council passed in the spring of 1973 has now made it possible for Arts students in any year of their program to participate directly in the governing activities of the Faculty. As in the case of faculty members, participation by students is provided for in two ways:

(1) by election from a departmental meeting of students in the fall to the Executive Council of Arts Faculty. Some 32 students (equal to elected faculty member representation) are to be elected each year from various departments for a one-year term.

(2) by selection for membership on the various working committees of Arts Faculty Council. Some 70-80 students will be nominated each year by the core group of students in 1. above.

These two mechanisms, recently established, will permit widespread student participation in Arts Faculty affairs. This can now be achieved without the necessity of an elaborate student body organization within the Arts Faculty, but the actual extent of student participation over the years will depend very much on the willingness of students to volunteer individually for election or selection to Faculty Council positions.

Two things are asked of you in this connection: you should attend the departmental election meeting of your choice in the fall in order to elect the authorized number of student representatives to Arts Executive Council from that department; you should fill out the attached questionnaire in order to indicate your willingness to serve on particular working committees of Council if asked to do so by your student representatives (this questionnaire should also be available at any time in any departmental office in the Faculty).

In the case of the departmental election meetings in the fall, any Arts student registered in a full-time degree program is eligible to attend one such departmental meeting of his choice, and to vote or to stand for election at that meeting as a student representative from that department. Normally the student would be expected to attend the departmental meeting in his designated area of concentration, but this is not mandatory since these designations may change. Each departmental office will be responsible for outlining and circulating nomination and election procedures for its meeting, and for publicizing the exact time and place of the meeting in the fall. To the questionnaire is attached a list of the various standing committees of Arts Faculty Council on which student membership is available.

STUDENT QUESTIONNAIRE

Expression of Interest in Serving on Arts Faculty Committees, 1973/74

NAME and I.D.

EDMONTON ADDRESS

TELEPHONE

DEPARTMENT

YEAR OF PROGRAM IN 1973/74

1st ☐ 2nd ☐ 3rd ☐ 4th ☐

PROGRAM

B.A.(General) ☐ B.A.(Special) ☐

B.F.A. ☐ B.Mus. ☐ Honors ☐

Canadian Studies Program ☐

I am interested in serving, if asked, as a student representative on any of the following committees, in rough order of preference: (refer to attached Faculty of Arts Committee Structure, 1973/74).

....

....

....

....

....

(Please return completed form to Department or Faculty of Arts general office)

FACULTY OF ARTS
COMMITTEE STRUCTURE, 1973/74

1. FULL ARTS FACULTY COUNCIL

Under the Universities Act, the Arts Faculty Council is the legislative body of the Faculty of Arts and has responsibility for programs, examinations, admissions, and academic standing, subject only to the control of the General Faculties Council of the University. In practice, the full Council normally meets but twice a year, primarily to approve elected membership to an Executive Council and new course and calendar submissions in the fall, and to approve lists of graduands in the spring. The full Arts Council has otherwise delegated much of its authority to the Arts Faculty Executive Council (see 2. below). Special meetings may, however, be called by the Dean to debate issues of unusual concern.

Faculty Membership: All full-time academic staff within the Faculty, membership being automatic on appointment; additional members from outside the Faculty appointed annually by G.F.C. on recommendation of the Executive Committee of the Faculty according to principles of representation established by Council.

Student Membership: Number determined by formula in 2. below; membership includes all students elected to Arts Faculty Executive Council in the same year; one-year term.

2. ARTS FACULTY EXECUTIVE COUNCIL

The Arts Faculty Executive Council is, on delegated authority, the principal de facto legislative body of the Arts Faculty, reviewing and accepting or rejecting recommendations of standing or ad hoc committees of the Faculty, authorizing ballots, creating committees, etc. The Council normally meets once a month (usually on a Monday) and consists of a predetermined and equal number of students and faculty members elected from the various departments of the Faculty, together with Department Chairmen and a number of other faculty members holding office in Faculty committees or in the administration.

Faculty Membership: 32 (according to departmental representation formula applicable in 1973/74); one-year term, elected from within each department; plus 20-30 statutory members of administrative or other designated status, and external members as in 1. above.

Student Membership: 32 (according to the formula in 1973/74); one-year term, elected at the various departmental student electoral meetings each fall.

3. ARTS FACULTY EXECUTIVE COMMITTEE

The Executive Committee of Arts Faculty Council is the ongoing executive body of the two larger Councils, and is empowered to act between meetings of the Councils and to carry recommendations to them for debate, decision or referral. Its actions are regularly reported to Council for information or ratification. The Executive Committee also functions as the Faculty's Academic Appeals Committee and as Council's Nominations Committee. The Dean may seek its advice on any matter of concern to the Faculty.

Faculty Membership: Dean of the Faculty plus 6 elected members, 3-year terms (staggered); membership divided equally between the Humanities and Social Sciences; nominations by Department Chairmen for election by Faculty ballot.

Student Membership: 4 students nominated and elected by and from within the group of 32 students elected in the same year to Arts Executive Council; one-year term.

4. ACADEMIC PLANNING COMMITTEE

This committee has ongoing responsibility for formulating and revising broad strategy and for devising specific ways and means for the achievement of academic objectives stated by the Faculty. It meets at the call of the chair, usually several times a year.

Faculty Membership: Chairman plus 6 members selected by the Executive Committee for ratification by Executive Council; indefinite term of office.

Student Membership: 3 students nominated by the central core of student representatives elected to Arts Executive Council. (Nominees may be drawn by the student representatives from amongst their own number; from amongst defeated candidates nominated earlier for election to Executive Council; from a roster of students who, at registration (by means of a questionnaire) or at departmental electoral meetings indicate an interest in serving on particular committees of Council; or generally from amongst bona fide students registered in the Faculty of Arts who have been canvassed by student representatives on Council and found willing to serve in various capacities. All such nominations are subject to later ratification by Arts Faculty Council.) One-year term.

5. ACADEMIC PRINCIPLES AND AIMS COMMITTEE

This is a broadly based standing committee having representation from all departments and charged with the responsibility of specifying and updating the overall aims and objectives of the Faculty. The committee normally meets once a month at the call of the chair.

Faculty Membership: Chairman and 16 members representing individual departments within the Faculty, plus 4 additional members named by the Faculty's Academic Planning Committee; indefinite term of office (at the discretion of departments in the case of their representatives).

Student Membership:* 4 students; one-year term (nomination procedure outlined in 4. above).

6. ACADEMIC STANDING COMMITTEE

At the end of each session this committee meets to review the academic performance of individual students in relation to the rules governing academic standing. It may also meet from time to time to make recommendations to Council about these rules and their application.

Faculty Membership: Chairman and two members selected as in 4. above, together with a designated representative from the Student Program Office; indefinite term. The Committee is empowered to add to its number for special projects.

Student Membership: 2 students; one-year term.

7. ADMISSIONS & MATRICULATION REQUIREMENTS COMMITTEE

This committee reviews present practices and initiates recommendations with respect to matriculation requirements and specific problems of admission. Meetings are held from time to time at the call of the chair.

Faculty Membership: Chairman plus 5 members selected as in 4. above; indefinite term.

Student Membership: 6, at least one of these to be a "mature non-matriculant"; one-year term.

*Student representation approved by Executive Committee August 22, 1973 (not previously legislated).

8. CANADIAN STUDIES COMMITTEE
This committee administers and keeps under review the program of course offerings designated for students registered in the Canadian Studies Program. Meetings are held irregularly at the call of the chair.
Faculty Membership: Chairman (two-year term) and 7 members representing Arts Faculty departments offering Canadian Studies courses, plus 3 additional members (representing the Faculty Program Office, the Faculty Curriculum Committee, and the Department of Educational Foundations); indefinite term.
Student Membership: 3, drawn from students registered in the Canadian Studies Program; one-year term.

9. COURSE & CALENDAR CHANGE COMMITTEE
This committee receives and examines all departmental proposals for new courses, changes in course descriptions, and course deletions prior to their presentation to Faculty Council. Meetings are held throughout the year but most often in early fall as necessary to deal with material submitted.
Faculty Membership: Chairman and 4 members selected as in 4. above, together with a designated representative from the Student Program Office; indefinite term.
Student Membership: * 2 students; one-year term.

10. CURRICULUM COMMITTEE
This committee deals with particular problems of curriculum (usually on referral) and initiates and recommends change or experimentation where the need is indicated. Meetings are held once or twice a month.
Faculty Membership: Chairman plus 7 members selected as in 4. above; indefinite term.
Student Membership: 8 students, one-year term.

11. ELECTION PROCEDURES COMMITTEE
The committee exercises general supervision over the election of Faculty representation to General Faculties Council, and may also be called upon to recommend acceptable procedures for the election of members to various committees within the Faculty. Meetings are held irregularly at the call of the chair.
Faculty Membership: Chairman and 6 members selected as in 4. above; indefinite term.
Student Membership: 2 students; one-year term.

12. HONORS COMMITTEE
This committee reviews and supervises the requirements of the Honors program and considers department recommendations about the performance of students within the program. Meetings are held in the spring and fall.
Faculty Membership: Chairman, a Faculty officer, and 18 representatives of departments having Honors programs in which Arts students are registered; two-year term.
Student Membership: 18, drawn from students registered in the foregoing Honors programs; 2-year term, if possible.

*Student representation approved by Executive Committee August 22, 1973 (not previously legislated).

13. LIBRARY COMMITTEE

The Faculty Library Committee advises and negotiates with the University Library Committee on the purchasing of items useful for the Humanities and Social Sciences, acts as a forum for discussion of divergent or conflicting needs of individual departments, etc. Meetings are held irregularly at the call of the chair.

Faculty Membership: Chairman and 17 members representing individual departments within the Faculty, together with a representative from the University Library administration; indefinite term.

Student Membership: 18 students; one-year term.

14. RELIGIOUS STUDIES COMMITTEE

This committee reviews plans for the continuation and possible extension of Religious Studies at this University and sponsors new courses and course changes and is responsible for most policy decisions pertaining to the discipline. Its functions will become advisory when the Department is fully autonomous. Meetings are held irregularly at the call of the chair.

Faculty Membership: Chairman, a Faculty Office representative, and 12 members selected as in 4. above; indefinite term.

Student Membership: 13 students; one-year term.

15. SALARIES & PROMOTIONS COMMITTEE*

The primary function of the Faculty Salaries and Promotions Committee is the review of performance of members of the academic staff within the Faculty, and the preparation of recommendations on salaries and promotions to be submitted to the Vice-President (Academic).

Faculty Membership: Dean, Department Chairmen; plus 5 members elected by the Council of the Faculty via mail ballot for 3-year (staggered) terms (the nominations slate having been prepared by Executive Committee).

Student Membership: 0.

16. TENURE COMMITTEE*

It is the responsibility of this committee to hear all recommendations concerning tenure in the Faculty.

Faculty Membership: Dean; 2 members (both tenured when possible) elected for 2-year terms (not necessarily staggered) by the department from which cases are being heard; the chairman of the department concerned; plus 2 tenured members elected by the Council of the Faculty for 2-year terms (staggered). The latter representatives are drawn from a pool of 8 Faculty members divided equally between the Humanities and Social Sciences, the nominations slate having been prepared by Executive Committee and election determined by mail ballot.

Student Membership: 0.

*It should be noted that the terms of reference and composition of these two Faculty committees are determined by G.F.C. regulations.

EXECUTIVE COMMITTEE

Minutes of Meeting of September 4, 1973

9:30 - 11:30 a.m.

PRESENT: Dean R. G. Baldwin (Chairman), Professors F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie.

ABSENT: Professors J. Orrell, D. Young.

1. Agenda Addition
As item 7. Soviet and East European Studies Committee.

2. Minutes of Meetings of July 9 and August 22, 1973
Add. Notes re: Minutes of August 22

Items 1.3 (Holly Hunter Peterson) and 1.4 (Barbara Joanne Deruyter)
Both petitions were rescinded by telephone by the students concerned prior to issuance of the official letters signifying Executive approval of their requests for Visiting Student status. The letters of approval were accordingly cancelled, and an appropriate file note made in each case.

Item 1.5.2 (Donna C. Lordon)
It was recommended that for future reference purposes the head note be amended to read: Request to be permitted to take for degree credit a senior level correspondence course....

On a motion by Professor Bueckert, the Minutes of July 9 and August 22 were declared approved.

3. Matriculation Deficiency Letters [Ref. item 5, Minutes of July 9]
Members received for information copies of two letters used by the Student Program Office to warn students about relative and absolute matriculation deficiencies:

#1.

> You have been admitted to the Faculty of Arts with a relative matriculation deficiency. Students with such a deficiency are required to take and pass a suitable course at the introductory level. Your specific deficiency is in:
>
> You may clear this deficiency by taking:
>
> This course is considered as a requirement in your individual program and as such will be counted as a course credit for your degree, provided that you pass it with a minimum grade of four (4). It must be taken in your first registration in the Faculty of Arts (unless specific approval is given for exception), and will be counted as one of the seven (7) junior-level courses permitted in the B.A. programs.

#2.

You have been admitted to the Faculty of Arts with a matriculation deficiency. Students with such a deficiency are required to take and pass with a minimum grade of four (4), a suitable course at the introductory level. Your specific deficiency is in:

You may clear the deficiency by taking.

This course must be taken in addition to the requirements for your degree and must be taken in your first registration, unless specific approval is given for exception.

The phrase "must be taken in your first registration" (last para., letter #2) was felt by the Executive to be infelicitous, and Dean Baldwin will therefore suggest to the SPO a change in wording (to, say, "included in").

4. Dispute re: Economics and Commerce

Dean Baldwin referred to the February 1973 G.F.C. Executive decision that a mediation committee be appointed to make recommendations [to G.F.C. Executive] concerning the jurisdictional dispute arising out of the charge made by the Faculty of Arts that the Faculty of Business Administration and Commerce is duplicating and usurping some of the teaching functions of the Department of Economics. He reported that the Faculty submission was made on August 10. It is expected that the mediation committee [Members: Profs. K. B. Newbound, S. Hunka & T.S. Leeson] will make its report by mid-October.

5. Committee Membership

5.1 Engineering Representative to Arts Council

Acting on authority received at the AFC Council meeting of August 27, the Executive passed the following motion: THAT Professor D. E. Seborg of the Faculty of Engineering be approved on behalf of Arts Council, and his name forwarded to G.F.C. for ratification of his one-year appointment as an external representative to Arts Council.

5.2 Course and Calendar Change Committee

Outgoing Member	Executive Nominations
J. Hackler (resigned)	T. Hartnagel
	Alt. A. M. Small

5.3 Election Procedures Committee

Outgoing Member	Executive Nominations*
B. Engel (leave)	D. Fishwick
	B. Tarver

*Professor J. P. Meekison (incumbent member) having replaced Professor B. L. Evans as chairman of the committee, 2 appointments are required to bring the membership up to strength.

5.4 Tenure Committee

Outgoing Members/Vacancies

C. W. Hobart, B. G. Rule, J. Terfloth (expiry of 2-year terms)

A. Munn (leave)

2 additional members (by virtue of legislation passed by Executive Council on March 5, 1973: THAT... the number of members to be elected from the Faculty at large be increased from 6 to 8....)

Nominations Slate proposed by the Executive Committee
[To be referred to Council on September 17; election by Faculty Ballot to follow]

Humanities		Social Sciences	
M. Faulkes	Drama	M. F. Bauer	Economics
E. Mozejko	Comp. Lit.	R. R. Gilsdorf	Pol. Sc.
N. Page	English*	R. Gruhn	Anthropology*
T. Rolston	Music	W. Meloff	Sociology
R. A. Young	Romance Languages	B. M. Smith	History
Alternates:*		Alternates:*	
J. F. Forrest	English*	A. Fisher	Anthropology*
J. Sybesma Ironside	Art & Design	F. van de Pitte	Philosophy

6. Petitions for Waiver of Residence Requirement in the Final Year of the Program

In light of the discussion at the meeting of July 9 concerning Miss Williams' petition (item 3.2, 9/7/73), members reviewed the delegation of authority given to the Student Program Office in August 1972 (item 11.1, 30/8/72). It was felt that the latter minute (and, as a consequence, the delegation of authority given to the SPO) did not accurately reflect the discussion at that meeting, which was based on a memo dated August 18, 1972 addressed to the Executive by Mr. Alan Paterson (then Faculty Secretary):

> ....As you know, many of the petitions which we consider involve requests for permission to complete degree requirements as a visiting student at another university. In many cases only 2½ to 3 subjects remain to be completed to satisfy degree requirements.
>
> Professor W. A. Blanchard, Associate Dean, Student Programs & Curriculum, has suggested that the Student Programs Section of the Faculty Office be authorized to exercise its judgment on petitions of this nature, reporting its decisions to the Executive Committee. Cases of a more complex nature would continue to be referred to the Committee....

On reflection, members were in agreement that the authority delegated to the SPO in August 1972 be temporarily withdrawn, and that, pending receipt of the position paper on residence requirements (item 2.1, 22/8/73), any and all petitions for permission to take courses off-campus in the final year of the program be referred to the Executive Committee. It was also recommended that the SPO be asked to report on the number and disposition of such cases during the past year; that is to say, requests processed by the SPO as a result of the August 1972 delegation of authority.

7. Agenda: Executive Council Meeting of September 17
   Dean Baldwin referred to the established procedure whereby Arts Faculty (full) Council meets once at the beginning of the term to approve the slate of Executive Council members, the meeting immediately following being that of Executive Council. As a result of action taken at the (full) Council meeting of August 27 (i.e., deferral of a large portion of the course and calendar material), some faculty members evidently assumed, in error, that the meeting scheduled for September 17 would also be (full) Council; however, a polling of a cross-section of Department Chairmen suggested that this would not be a major issue; and in any case the Executive was not disposed to deviate from normal practice [Executive Council will meet on September 17].

   The following agenda was approved:

   1) Continuation of Course & Calendar Committee Report

   2) Presentation of Tenure Slate for Council's Approval

   3) Question of Student Representation on Selection and Review Committees for Department Chairmen [Deferred, 15/5/73]

8. Proposed Transfer of Soviet and East European Studies Committee from the Faculty of Arts to the Faculty of Graduate Studies and Research
   [Ref. item 2, AFC 15/5/73]
   It was decided to refer to Professor Orrell (Curriculum Committee) and Professor Wilson (Honors Committee) the problem of the residual undergraduate activities, with the request that they bring forward a recommendation as to whether these are still vital and viable activities, and if so, how they should be administered.

9. Adjournment
   By general consent, the meeting adjourned at 11:30 a.m.

Baldwin

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of September 11, 1973

11:00 a.m. - 1:00 p.m.

PRESENT: R. G. Baldwin (Chairman), W. Eastman, R. R. Hett, M. W. MacKenzie, J. Orrell, D. Young.

ABSENT: F. F. Bueckert.

1. Minutes of September 4, 1973
Correction [Ref. item 6, p. 3 of Minutes, last para.]
The word "rescinded" was used in error; it should be replaced by the phrase "temporarily withdrawn" so that the resolution reads, in part, as follows: "that the authority delegated to the SPO in August 1973 be temporarily withdrawn...."

With the foregoing correction, the Minutes were approved as circulated.

2. Business arising from the Minutes: Petitions for Waiver of Residence Requirement in the Final Year of the Program [Ref. item 6, Minutes of Sept. 4]
Dean Baldwin informed members that there had evidently been some misunderstanding in the matter of a position paper on residence requirements in that the Student Program Office does not have such a study underway. Moreover, members of the SPO cannot recall having granted (or denied) any petitions as a result of the August 1972 delegation of Executive authority; their recollection is that all requests for waiver of the residence requirement in the final year of the program were in fact referred to the Executive Committee. Under the circumstances, Professor Blanchard, Associate Dean, Student Programs & Curriculum, had raised questions a) as to whether the Executive Committee wished to initiate a study of residence requirements, and b) as to whether a search of student records would yield much information regarding petitions, over and above that already recorded in the Minutes of the Executive Committee meetings. Dean Baldwin then suggested that, in view of the information now before it, the Executive might wish to consider the following proposal: THAT, in light of the SPO comment about the limited number of petitions that have come to the Faculty concerning waiver of the residence requirement in the final year, the Executive withdraw its request of the SPO that they do an analysis of the practice over the past 5 years, but that, since the Executive Committee assumes that it will be dealing with these requests itself, it ask the Program Office to obtain information about final-year residence practices in other universities, and in other faculties on campus, so that it can have a context for its discussion.

The foregoing resolution was formally moved by Professor MacKenzie.

Motion carried.

The Faculty Secretary was also directed to check the Minutes of the Executive Committee meetings for the past year, and to extract from the Minutes [for consideration by the Executive] the record of petitions having to do with requests for off-campus courses during the final year of the program.

3. Department of English Representatives to Executive Council
Members had before them a list of representatives to Arts Executive Council, duly elected by the English Department:

Members	Alternates
A. T. Elder	J. F. Forrest
R. F. Anderson	C. Q. Drummond
L. T. Fitz	R. G. Moyles
P. Gallivan	J. G. Marino
D. A. Jackel	S. Rees

In light of authority delegated to the Executive Committee by Arts Faculty Council (item 4, resolution #2, 27/8/73), it was moved by Professor Orrell THAT these names be received and the appointments ratified.

Motion carried.

4. Waiver of Final Examination in Drama 252: Improvisation
Members had before them a memo dated September 4 from Professor T. Peacocke, Chairman of the Department of Drama:

> I wish to recommend that the Executive Committee waive the traditional final examination in Drama 252: Improvisation. Because the preparation required for the final practical culminating project is both lengthy and occurs in and out of class, evaluation is best made on the basis of "term work" rather than "final examination."
>
> I request that the above permission be granted for 1973-74.

It was moved by Professor Young THAT the request for waiver of final examination in Drama 252 be granted, for 1973-74.

Motion carried.

5. Continuing Review of Committee Membership

5.1 Tenure Committee [Ref. item 5.4, Minutes of September 4]
Professor Rolston declined the nomination; Professor Mozejko and alternate J. Sybesma Ironside are not tenured and hence unable to stand for this particular election. Additional nominations were therefore made:

J. Forbes	Art & Design	(alt. D. Haynes)
O. Zujewskyj	Slavic Languages	(alt. T. R. Carlton)

5.2 Course & Calendar Change Committee [Ref. item 5.2, Minutes of Sept. 4]

Professor Hartnagel declined the nomination, indicating that there must be some misunderstanding; he had evidently expected that Professor Snider's offer to serve on the Course & Calendar Committee would be accepted by the Executive. [Professor Snider's willingness to serve was made known to the Executive in July when a replacement for Professor Thomas was being considered. At that time Professor Hackler was still a member of the committee and the Executive was not disposed to consider the appointment of a second Sociology representative.] In view of the expectation (in the minds of some members of the Sociology Department) that Professor Snider would be invited to serve as a replacement for Professor Hackler on the Course & Calendar Committee, members of the Executive were asked whether the Faculty Secretary should contact their alternate nominee (Professor Small, Classics), or whether--despite the fact that appointment to the committee is not by departmental nomination--Professor Snider should now be given first consideration. By general consent, it was agreed THAT Professor Snider be nominated to serve on the Course & Calendar Committee, with Professor Small as an alternate in case of refusal.

5.3 Interrupted Terms

Arising from a query by Professor Hargreaves, Chairman of the Faculty Library Committee, as to the procedure to be followed in the case of a committee member going on sabbatical leave, it was agreed that the Executive move to codify, on behalf of Council, the practice normally followed by the Faculty, and which corresponds to the G.F.C. regulation of April 28, 1969 [GFC Policy Manual, p.60]: An interrupted term shall be considered a completed term for membership on all General Faculties Council [substitute: Arts Council] committees. The ruling will be made known to the Faculty at large by means of the Executive Committee Report to Council, and, in this connection, it was recommended that the Dean make a point of drawing the item to Council's attention, when the Report is introduced on its agenda.

6. Point of Order re Council Referral [Ref. AFC Minutes of August 27, item 6.3]

Members were acquainted with a memo dated September 6 addressed to Dean Baldwin by Professor E. J. Rose, Chairman of the English Department, in which he requested that "the Executive Committee review the legality of the action taken by Council on August 27th with a view to setting aside the motion to refer courses that were never formally introduced."

In the interest of providing additional background information for the discussion, members were informed that, in the interval since the AFC meeting of August 27, Professor Powrie, Chairman of the Course and Calendar Committee, had contacted Professor Rose and advised him that, setting aside the contentious rubric (i.e. the restriction relating to the area of concentration), his committee would be prepared at its meeting of September 10 to review the English Dept. submission on general interest courses, and be ready with a committee recommendation about these courses--as individual entities--if Council saw fit at its meeting of September 17 to recognize the force of Dr. Rose's arguments. In fact, the English Department did not ask the C. & C. Committee to consider the courses, except in the case of Children's Literature, where it asked that English 305 and 306 be entertained for consideration in the Faculty of Education Calendar (where English 398 is listed).

In brief, it is understood that the Department of English is not now seeking to introduce the general interest courses to Council; the principle raised by Dr. Rose is that the illogicality of what happened in Council is such that the Faculty should not leave it on the books without further clarification by Council. [Here it was noted that Council's action on August 27 could affect departments other than English; it could conceivably be invoked at some future date to serve as a precedent].

Following careful consideration of the matter, it was agreed that the Executive present to Council on September 17 the following proposal as a means of untying the procedural knot:

> The Executive Committee of the Faculty has received a submission from Dr. Rose in which he argues that the action taken by Council on August 27 was procedurally improper, and requests that the motion be rescinded on the ground that "neither the principle nor, particularly, the courses, as a group or individually, were put before Council for formal consideration by the Course & Calendar Committee. There is no known way in any acceptable parliamentary procedure by which a body may refer formally a matter that has not been formally placed before it to another body or bodies." The Executive Committee agrees with Dr. Rose and therefore gives this issue a place on the agenda of the Executive Council meeting of September 17, and recommends:
>
> i) THAT Council rescind its action of August 27;
>
> ii) THAT the issue of general interest courses arising out of the submission of the English Department to the Powrie Committee be referred for consideration to the appropriate committees.

It was further agreed that this issue be introduced on the agenda as part of the Executive Committee Report, and that resolutions i) and ii) be moved in Council by Professor Hett, on behalf of the Executive Committee.

7. Adjournment

By general consent, the meeting was adjourned at 1:00 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of September 19, 1973

8:30 - 10:00 a.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. Orrell.

ABSENT: D. Young.

1. Agenda Additions

Under item 2.

Student Petitions: Shelley Hasinoff & Joanna Miazga
Student Appeal: Irene Sophia Morhardt

As item 3.

New course proposals by Economics Department.

2. Minutes of September 11, 1973

The Minutes were declared approved as circulated.

3. Business arising [Ref. item 2, Minutes of September 11]

Dean Baldwin reported that further conversation with the Student Program Office had revealed that prior to August 1972 members of the SPO had in fact been dealing with petitions for permission to take up to two courses as a Visiting Student in the final year of the program. The SPO interpretation of the August 1972 delegation of authority by the Executive Committee for "2-3 courses" was therefore that the SPO was thereby authorized to deal with one additional off-campus course; hence their comment about the minuscule number of petitions processed as a result of that delegation of authority.

4. New course proposals by Economics Department

Dean Baldwin reported that two of the new Economics courses approved by Arts Faculty Council and circulated to other faculties in the University were questioned by the Department of Agricultural Economics, and that out of discussion between the Department of Economics and the Department of Agricultural Economics the following solution was proposed:

That Econ 369: Economics of the Environment become Int.D.369.

That Econ 566: Resource Economics II: Economics of the Environment become Int.D.566.

The two Economics Department courses would thus become Interdisciplinary courses sponsored jointly by the Department of Economics and the Department of Agricultural Economics.

On a motion by Professor MacKenzie, the change in label was approved by the Executive on behalf of the Faculty of Arts.

5. Student Petitions/Appeal

5.1 Petition for permission to take the remaining two courses (options) in the final year of the B.A. (Special) Program as a Visiting Student at the University of Ottawa: Joanna Miazga

In November 1972 Miss Miazga received permission from the Student

Program Office to take the two remaining courses in her program as a Visiting Student at Simon Fraser University. She subsequently changed her plans and moved to Ottawa, the second petition [September 1973] being referred to the Executive Committee by the SPO. Although the latter petition referred to $\underline{1\frac{1}{2}}$ courses, it was assumed that Miss Miazga now wished to complete the remainder of her program at the University of Ottawa, i.e. 2 courses.

Petition granted.
[Subject to departmental approval, i.e. consultation*]

*It was noted that the B.A. (Special) Program Form implies that the student must have departmental approval for the chosen courses; in fact, the student is required to seek the advice of the department but is not necessarily obligated to follow that advice, provided that all curriculum requirements are met.

5.2 Petition to be allowed degree credit for four half-courses in Social Work [SOWK] offered on this campus [evening classes] by the University of Calgary: Carol Midori Kariatsumari

Miss Kariatsumari requires three full options to complete requirements for the B.A. (General) degree. She requested permission to complete her degree by taking two half-courses at the U. of A., plus four half-courses [SOWK] from the University of Calgary, with the intent of proceeding towards a B.S.W.

In considering her request, the Executive took note of Miss Kariatsumari's academic record, which showed a series of withdrawals and low marks. It was also noted that there was no evidence that any particular hardship would be involved should Miss Kariatsumari be required to fulfil her B.A. degree requirements at this University [i.e. with our courses].

Petition denied.

5.3 Petition for permission to complete the remaining five courses of the B.A. (General) Program as a Visiting Student at Notre Dame University, B.C.: Mrs. Shelley Hasinoff

Mrs. Hasinoff was admitted to the B.F.A. Drama Program in September 1967 and continued in the program until the end of the 1969/70 session, achieving better than average grades. She then accompanied her husband to England for a two-year period, following which they returned to Canada, locating in Winnipeg. In April 1973 Mrs. Hasinoff wrote to inquire about transferring from the B.F.A. to the B.A. (General) Program, in the hope of completing the latter degree as a Visiting Student at the University of Manitoba. Her husband was subsequently appointed to a position at Notre Dame University, at which time Mrs. Hasinoff formally petitioned the Executive Committee for permission to complete the B.A. (General) Program [5 courses remaining on transfer from the B.F.A.] as a Visiting Student at the University of Notre Dame. In her petition, Mrs. Hasinoff referred to the fifteen full courses which she had already completed at this University, stating that "it would be clearly a financial and emotional hardship to separate from my husband in order to return to the University of Alberta to complete my degree."

Petition granted.

5.4 Appeal to be allowed degree credit for an eighth junior course: Irene Sophia Morhardt

Miss Morhardt is in the third year of the B.A. (General) Program (having transferred from the Faculty of Education), with four courses remaining to complete her degree: a junior lab. science course, a half-year science, and 2½ options. Her request that either ED CI 213/227 or Ed. Found. 201/Ed. Admin. 261, taken while she was enrolled in the Faculty of Education, now be accepted as free options for degree credit was denied by the Student Program Office on the ground that with the junior lab. science course Miss Morhardt is now taking, she would have eight junior courses, more than the number permitted students offering extra-Faculty courses. [The SPO is authorized to grant eight junior courses in cases where a student transfers to this Faculty and must take one or more junior courses to meet Arts requirements or establish a new area of concentration; however, the issue in this case involved the Faculty's legislation concerning extra-Faculty options.] In her appeal against that decision, Miss Morhardt cited her desire to complete her degree by Christmas, stating that "in January, the number of graduates from the University is less, thus increasing job opportunities."

The Executive Committee did not feel that Miss Morhardt had advanced a substantive argument, nor did it wish to set a precedent in the matter of extra-Faculty options at variance with Faculty policy only recently legislated.

Appeal denied.

6. Scheduling of Executive Committee Meetings

It was noted that there will be some difficulty in choosing a suitable meeting time due to conflicts in teaching schedules and that it may therefore be necessary to assume that the Executive will seldom meet as a full committee.

7. Adjournment

By general consent, the meeting was adjourned at 10:00 a.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of October 5, 1973

4:00 - 5:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, D. Young.

ABSENT: J. Orrell.

1. Agenda Additions

Under item 3.3 Executive Council

Insert: 3.3.1 Student Representation
Add: 3.3.2 Faculty Representation

Add item 6. Inquiry from Student Program Office (B.A. after B.Ed., With Distinction)

2. Minutes of Meeting of September 19, 1973

The Minutes were declared approved as circulated.

3. General Interest Courses: Referral to Committees

[Ref. item 6, Executive Council Minutes of September 17, 1973: THAT the issue of general interest courses arising out of the submission of the English Department to the Powrie Committee be referred for consideration to the appropriate committees.]

Following a review of the terms of reference of the Academic Planning Committee, the Academic Principles and Aims Committee, and the Curriculum Committee, it was decided to refer the issue of general interest courses to the A.P.A.C. and the Curriculum Committee with a recommendation that they consider, at least at some stage of their study, forming independently a joint sub-committee.

4. Committee Memberships

4.1 Academic Principles and Aims Committee

The Executive received and confirmed the nomination of Professor C. Kenneson of the Department of Music as a new representative to the A.P.A.C. [Professor Kenneson was nominated by the Academic Planning Committee to replace Professor Roseman as one of the four A.P.C. appointees to the A.P.A.C.]

4.2 Curriculum Committee

The resignations of Professors J. Forster and M. W. MacKenzie were accepted, with a vote of thanks for their years of service to the Curriculum Committee.

In their consideration of the appointment of replacement members, the Executive took cognizance of suggestions made by Professor Orrell, Chairman of the Curriculum Committee: that in light of the present structure of the Committee the appointments be made from the Humanities, and that, preferably, the nominees have either Canadian or Commonwealth degrees.

Nominations

C. A. Dimic, Romance Lang.	(Alt.: E. Marxheimer, Romance Lang.)
G. B. Peacock, Drama	(Alt.: M. Sasonkin, Music)

4.3 Executive Council

4.3.1 Student Representation

Four departments have now taken steps to implement the Gainer Report on Student Representation [ref. item 6, Executive Council Minutes of March 5, 1973]: Drama, Economics, History and Political Science. On a motion by Professor Hett, the Executive received on behalf of the Faculty the names of the following students, duly elected by the foregoing departments to serve on Arts Council.

Department	Student Members	Alternates
Drama	Bob Baker Janet Green	Tom McBeath Frank C. Turner
Economics	Gerard Protti Catherine Wein	-
History	Bill Bragg Wm. Paul Ferguson Donald Paton	-
Political Science	Adrian Bussoli Brian MacDonald	-

[It is understood that Professor Gainer will at some future date review the nominations and election procedures adopted by departments for the appointment of student representatives to Council.]

4.3.2 Faculty Representation

The Executive received and accepted the following changes in representation from the Department of Romance Languages: Professor R. A. Young, duly elected as a member in place of Professor P. Monod; Professor A. Holden, duly elected as an alternate in place of Professor J. A. Creore (Professors Monod and Creore being unable to attend meetings of Executive Council--scheduled on Mondays at 2:00 p.m. throughout the year--due to a conflict in teaching schedules).

4.4 Tenure Committee

4.4.1 Faculty Panel

The following six people were elected to the Faculty panel of the Tenure Committee as a result of the recent ballot [two-year term in each case]:

M. Faulkes	Drama
J. A. Forbes	Art & Design
N. A. Page	English
M. F. Bauer	Economics
R. R. Gilsdorf	Political Science
B. M. Smith	History

Continuing members of the Faculty panel are: Professors F. de Luna, History, and R. Nielsen, Classics.

Department Chairmen have been alerted to the need for updating departmental membership on this Committee.

4.4.2 Student Representation

Members had before them a proposal which was tabled by General Faculties Council at its meeting of September 24 to enable faculty and school councils to consider the issue and report their views [to G.F.C.] before any decision is taken:

> THAT General Faculties Council recommend to the Board of Governors that the Faculty Handbook (Section 106.3.1, dealing with Faculty Tenure Committees) be modified by adding, "The Committee shall also include either a graduate student or a fourth year undergraduate, elected in a manner specified by General Faculties Council. The student member will be from the candidate's department, except in undepartmentalized schools or faculties, where he shall be from the candidate's faculty or school.

It was agreed that the issue be given a place on Council's agenda for October 15, and that the resolution be accompanied by the proposers' argument (letter of February 12, 1973 addressed to President Wyman by Messrs. Peter C. Flynn and David Arthur McMurray).

5. Student Appeals: Time Limit

Members were acquainted with the time limit which has been approved for the G.F.C. Academic Appeal Committee:

> THAT under normal circumstances appeals to the G.F.C. Academic Appeal Committee must be filed with the Secretariat within 60 days following notification to the student of the decision he wants to appeal. Because the Committee began its work on June 1, 1973, appeals filed before August 1, 1973, will be heard, in any event.

It was also noted that Professor P. R. Winters, Chairman of the G.F.C. Academic Appeal Committee, had recommended on behalf of that Committee that some limited period for filing appeals at lower levels be instituted by the various faculties and schools, but that no official request has been directed to faculties in this regard.

The Executive agreed that:

a) the matter of a time limit for student appeals at the Faculty level be tabled;

b) some research be undertaken within the Faculty on the distinction between petitions and appeals, and of the right of recourse in each case.

6. Inquiry from Student Program Office

The SPO request for guidance from the Executive resulted from an inquiry by a student taking a B.A. after B.Ed. as to what was required to achieve the degree "With Distinction." [The Student Program Office cannot recall the issue having been raised before.]

It was agreed that the matter be deferred, pending a report from the

Faculty of Education as to their practice in the matter of the B.Ed. after B.A.

7. Agenda: October 15 meeting of Executive Council
Approval was given to the following agenda:

Report of the Executive Committee
Report of the Academic Standing Committee
Honors Committee Membership
Student Representation on Selection and Review Committees for Chairmen of Departments
Student Representation on Faculty Tenure Committee

8. Adjournment
By general consent, the meeting was adjourned at 5:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of October 26, 1973

8:30 - 11:30 a.m.

PRESENT: R. G. Baldwin (Chairman), W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell, D. Young.

ABSENT: F. F. Bueckert.

1. Minutes of Meeting of October 5, 1973
The Minutes were declared approved as circulated.

2. B.A. after ..., With Distinction [ref. item 6, 5/10/73]
Background:
-- Members were reminded that a recommendation was now before G.F.C. for a change in University regulation to the effect that the degree "With Distinction" be inscribed at the discretion of the Faculty concerned [ref. item 7.3, Executive Council, 17/9/73].

-- In the case of the B.Ed. after B.A., the Faculty of Education awards a degree "With Distinction," provided that the student has earned a B.A. "With Distinction" and obtains an average of 7.5 in the 6½ courses then required to complete the B.Ed. degree.

-- The Faculty of Education has confirmed that Mr. Glen A. Huser (the specific case before the Executive) obtained a 7.8 average on the last ten courses taken in the Faculty of Education, i.e. Mr. Huser qualified for the B.Ed. "With Distinction."

The Executive elected to deal with the principle at issue, rather than the individual student inquiry, and recommended:

> THAT where a student has previously earned a degree "With Distinction," and in qualifying for one of our undergraduate degrees thereafter obtains a 7.5 average or higher on the required courses, the student be awarded a degree "With Distinction," except in the case of the B.F.A. and B. Mus., where there are additional provisions.
>
> [A check is to be made with the Student Program Office to determine whether there are any unforeseen implications in the principle formulated by the Executive.]

It was further agreed that Mr. Huser be informed of the requirements for a B.A. after B.Ed., With Distinction, after Council's ratification of the Executive's resolution.

3. Report of the Course and Calendar Change Committee [The Report having been distributed to members in advance of the meeting, a copy is attached to the official Minute only.]

3.1 Credit for Courses in Music
It was drawn to members' attention that the proposed deletion from the Calendar of section 43.14.1*(recommended by the Course & Calendar

*i.e., the statement "A student must present three full hours per week or their equivalent for a full-session to receive credit for a full-session course."

Committee under authority of Council, to make possible acceptance of Music 224, 324, and 424) would result in the opening up to Arts students of four other Music courses not at present available to them and not discussed by Council (Music 435, 436, 535 & 536). In these circumstances, the proposed footnote to the descriptions for Music 224, 324, and 424 ("Accepted for credit in B.A. programs") was considered to be confusing and subject to misinterpretation where the other courses are concerned although the point involved was appreciated. The Executive decided that the difficulty arose from the fact that 43.14.1 spoke to one issue but in fact had implications for another and the implications would have to be dealt with separately:

i) The Curriculum Committee should review Music 435, 436, 535 & 536 to assess their acceptability for B.A. students. [The point was made here that there was seemingly little difference between, say, Music 435: Vocal Literature I, and Music 418: Choral Literature I, the latter course having already been made available to B.A. students.]

ii) The Music Department should submit a list of courses they wish to have accepted for B.A. credit (the Executive being reluctant to deal with continuing requests on an ad hoc basis and uneasy that unintended consequences could result from the deletion noted above).

Points (i) and (ii) above having been recommended as matters for separate inquiry by the Curriculum Committee, it was resolved:

> THAT the recommendations of the Course & Calendar Change Committee with respect to Music courses be accepted,* with the exception of the proposed footnote regarding Music 224, 324, and 424 (i.e., the proposed footnote "Accepted for credit in B.A. programs" not be inserted in the Calendar).

3.2 Section 43.1.2 [B.A. (Special) certificate] and
Section 43.1.3 [B.A. (Canadian Studies) certificate]
It was recommended:

> THAT the policy bearing on the statement "This option is not open to degree holders from other universities" be reviewed by the Curriculum Committee, but that in the meantime, the recommendations of the Course and Calendar Committee with respect to sections 43.1.2 and 43.1.3 be accepted.

3.3 Economics
The withdrawal of Economics 333 and the change in course description of Economics 374 (resulting from a challenge in G.F.C.) were noted and accepted.

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*Recommendation re section 43.6.2: Drama also accepted.

4. Council/Committee Memberships

4.1 Executive Council

On a motion by Professor MacKenzie, the Executive approved on behalf of the Faculty the following additions and changes in membership:

Student Representation (Additions)

Music:	Frances Dietz James Mahood
Sociology:	Jack Hooper Inga Otto

Note: The Department of Germanic Languages scheduled an election, alerted its students, and prepared advance nomination forms and ballots. There was no student response on election day, and, therefore, Council will be without student representatives from Germanics during 1973/74.

Faculty Representation (Changes)

Political Science: Professor J. A. Lejnieks (replacing Prof. J. Lightbody, who submitted his resignation as a representative from the Pol. Sc. Dept.).

Faculty of Business Administration & Commerce: Professor Paul Graul, as an alternate member, in place of Professor M. J. Vertigan. [The Monday afternoon scheduling of Council meetings conflicts with the latter's teaching commitments.]

4.2 Selection and Review Committees for Chairmen of Departments

Deferred.

5. Student Petitions / Appeals

5.1 Petition for permission to complete the remainder of the B.A. (General) Program (2½ courses) as a Visiting Student at the University of Saskatchewan (Saskatoon): Kenneth G. Coomber

Mr. Coomber enrolled in the B.Ed. program in 1969, and transferred to the B.A. program in 1971 with a relative matriculation deficiency. He has completed 13 courses to date, but their nature is such that he requires 2½ courses to qualify for the B.A. (General) degree: a language course, a half-course junior lab. science, and a second year science. The petition for Visiting Student status was based on financial hardship, Mr. Coomber having stated that he would be eligible for a larger loan-grant under the Saskatchewan Student Loan Program (his home is in Estevan).

On a motion by Professor MacKenzie,

Petition granted.

5.2 Appeal to be allowed advanced credit for Medicine Hat Geography 203 as a junior lab. science: Sharon J. Jauch

Background: At the present time, in light of the course description in the Medicine Hat Calendar, the Faculty accepts Geography 203 for advanced credit in lieu of Geography 251, but not as a junior lab. science (i.e., Geography 203 is viewed as a Human Geography course).

Miss Jauch's appeal that she be granted advanced credit for Geography 203 as a junior lab. science was based on the fact that the course, as taught, was a Physical Geography course, her claim having the support of Dr. Melvin S. Tagg, Vice-President of Academic Affairs at Medicine Hat Junior College. It was also noted that the issue of course content vs. Calendar description had been considered by the Curriculum Committee, in consultation with the Department of Geography, their conclusion being that Geography 203, as taught, is a junior lab. science, the equivalent of our Geography 230. Arising from this conclusion, the Curriculum Committee has recommended that the Dean's Office write to Medicine Hat suggesting that their Calendar be updated insofar as Geography 203 is concerned.

On a motion by Professor Hett,

Appeal upheld.

> [It is understood that the above ruling will be applied in the case of two or three other students who completed Geography 203 and transferred from Medicine Hat within the same time span as Miss Jauch.]

5.3 Petition that degree credit be granted for a half-course in Senior Archeology taken at Medicine Hat Junior College: Patricia Kathleen Freeman

At the time of her transfer from Medicine Hat Junior College to this University, Miss Freeman was given advanced credit for 5½ junior courses. Miss Freeman then completed all the remaining requirements for her B.A. (Special) degree on this campus, with the exception of a half-course in senior Archeology which she elected to take at Medicine Hat Junior College during the 1973 Summer Session. [The latter course was successfully completed and is applicable to our program.] On behalf of Miss Freeman, the Student Program Office recommended that credit be granted for the half-course in senior Archeology, so that her name might be included in the list of graduands for Fall Convocation.

On a motion by Professor Orrell,

Petition granted.

5.4 Petition for permission to complete the remaining course in the B.A. (General) Program as a Visiting Student at the University of Calgary: Marlene Bracko

In June 1972 Miss Bracko contacted the Student Program Office about the possibility of taking for degree credit a senior Sociology course at the University of Calgary. She subsequently changed her mind and returned to this campus for the 1972/73 Winter Session and the 1973 Spring and Summer Sessions, completing all but the last course of her B.A. (General) Program. In October of this year she petitioned for Visiting Student status at the University of Calgary, with the intent of taking two half-courses (Philosophy 201 and Sociology 377) to complete her degree requirements. Her petition had the support of the Student Program Office.

On a motion by Professor Eastman,

Petition granted.

5.5 Summary of Petitions for Visiting Student Status in the Final Year of the Program: Sept./71-Aug./73 [ref. item 2, 11/9/73]
Members received for information and continuing reference a summary of petitions which had been prepared by the Faculty Secretary.

Members then reconsidered the matter of a cut-off point for petitions below which the Student Program Office could be authorized to act on behalf of the Executive. On a motion by Professor Hett, it was resolved:

> THAT the Executive assign to the Student Program Office responsibility for dealing with applications for Visiting Student status in the final year of the program up to and including two courses, provided all other courses have been taken at this University.

5.6 Definition: Petitions / Appeals [The statement having been distributed to members in advance of the meeting, a copy is attached to the official Minute only.]
In speaking to the statement Dean Baldwin said that there were three points to be kept in mind which, in a legal sense, required the Faculty to differentiate between petitions and appeals:

i) The make-up of the jury is different: petitions are dealt with by the Executive Committee, as are appeals, but the make-up of the Executive acting as an appeal body may be different in that retired members of the Executive Committee may be called upon to form a quorum, at least during the summer months.

ii) In the case of petitions there is an involvement on the part of the Student Program Office; in the case of appeals there is not (i.e., in the latter case the SPO may not participate or they bias the appeal).

iii) The Faculty is required by G.F.C. regulations to notify a student who has lost an appeal that he/she has recourse to the G.F.C. appeal body; it is not required to do so in the case of a petition. [As a point of clarification it was noted that a student may in fact petition at any level of the University, but the Faculty is not required to make this known to the student.]

Points emerging from the discussion:

-- Discussion centred on the somewhat blurred distinction between petitions and appeals [including the fact that the Executive Committee is, in essence, empowered to deal with both], and the related matter of a student's recourse to a higher level.

-- One suggestion was that the SPO deal originally with all petitions, leaving the Executive Committee as an appeal body, so that all petitions could be appealed at the Faculty level (and ultimately, to G.F.C.). Here it was noted that the SPO could not then make a recommendation since they would not be allowed to influence an appeal, and, in that event, a student, say for example, one who was incapacitated, would be deprived of SPO assistance and support in making a case.

-- It was also noted that as a result of the foregoing recommendation all our regulations would be treated as discretionary since every decision made by the SPO would be automatically eligible for appeal.

-- Reference was then made to the definition in the statement of "qualified" and "unqualified" regulations, members' attention being drawn to the use of the word "normally" in a number of Faculty regulations. The residence requirement was cited as an example, and a question raised whether, in the case of a student's request for Visiting Student status, the request should be treated as a petition (as is the case at present), or whether it ought not to be regarded as an appeal (in which case, the Faculty would then be required to advise the student of his right of appeal to G.F.C.).

-- There was also a suggestion that the Faculty legislation now applicable to the Executive Committee as an appeals body (i.e., the utilization of retired Executive Committee members in forming a quorum) should also apply to the Executive Committee when it meets to consider petitions.

By general consent, this item was tabled, pending further discussion by the Dean with the Student Program Office.

6. Report of the Committee on Academic Standing [ref. item 4, Executive Council, 15/10/73]
Acting on behalf of Council, the Executive approved the addition of the following names to the list of graduands for Fall Convocation:

Recommended for the Degree of B.A. (General)
MOEN, Wayne James

Recommended for the Degree of B.A. (Special)
FREEMAN, Patricia Kathleen

Recommended for equivalent Certificate: B.A. (Special)
THOM, Alan Hewson

7. Report of the Academic Principles and Aims Committee
The Executive agreed with the A.P.A.C. request that its report be presented to a meeting of Arts Faculty (full) Council. The report is to be circulated to members of the Executive for review and comment to the Dean a) whether it should be subject to further discussion in Executive Committee, or b) whether it should be sent directly to Council. In the latter event, the December 3rd meeting of Executive Council will be reconstituted as a meeting of full Council.

8. Adjournment
By general consent, the meeting was adjourned at 11:30 a.m.

Chairman.

Executive Committee - October 26, 1973 APPENDIX.

1. Report of the Course and Calendar Change Committee: 19 Oct., 1973
The Course and Calendar Change Committee met to decide on the calendar change required to implement the acceptance of Music 224, 324 and 424 for credit in B.A. programs. Professor J.O. Orrell, Chairman of the Curriculum Committee was in attendance.

It was decided that each of these courses should include a footnote stating "Accepted for credit in B.A. programs."

The Committee considered the statement "A student must present three full hours per week or their equivalent for a full-session to receive credit for a full-session course" which is found in section 43.14.1 for Music and section 43.6.2 for Drama. It was brought to the Committee's attention that this entry was introduced at a time when the Departments of Drama and Music offered courses with unusual weights such as 2 or 4. Since then both departments have assigned normal weights of 3 or 6 to the majority of their offerings and these have been accepted by Council as half courses or full courses. In the light of this, the Committee felt that the above statement was redundant and should be deleted from the Calendar.

2. Section 43.1.2 / B.A. (Special) and 43.1.3 / B.A. (Canadian Studies)
The Committee approved a proposal made by the Dean's Office, that the following paragraphs be added to these sections to clarify the fact that a certificate in these two areas is available to University of Alberta degree holders.

Section 43.1.2 Add New Sub-Paragraph (9)
Applicants holding a University of Alberta B.A. (General) degree, may qualify for a certificate indicating that they have met the requirements of the B.A. (Special) degree, by completing five further courses to meet curriculum requirements. This option is not open to degree holders from other universities.

Section 43.1.3 Add after the Second Paragraph
Applicants holding a University of Alberta B.A. (General) degree may qualify for a certificate indicating that they have met the requirements of the B.A. (Canadian Studies) degree by completing such further courses as are required to meet curriculum requirements. This option is not open to degree holders from other universities.

3. Economics
As a result of a challenge, Economics 333 has been withdrawn and Economics 374 has been amended by altering the first sentence to read: The study of the economic issues relating to the regulation....

R. J. Middleditch,
Secretary, Calendar Committee.

Petitions and Appeals

(Executive, Feb. 25, 1972, 2.2.i)
(Council, Oct. 27, 1971, 2.i)

Petitions:

1. A petition is defined as a request that an existing unqualified regulation be waived in a particular case for reasons stated.

2. In practice the Program Office deals with certain of these (e.g. permission to take an eighth junior course), the Executive with others (e.g. requests for Visiting Student status in the final year). The Program Office may also wish to draw on the collective wisdom of the Executive because of the complexity of a case; or it may feel constrained to call on the Executive because of the import or magnitude of the request. In either of these cases the Program Office is at liberty to make a recommendation (in fact, in most cases will be expected to); it may indeed present the petition on behalf of the student.

3. In hearing petitions, the Executive does not act as an appeal body but as and for Council. It is empowered to waive a regulation but not to change it. Challenges to University regulations, as such, cannot be made through petitions or appeals.

4. There is no appeal within the Faculty from a decision made on a petition, except under circumstances specified below (#3).

5. The Executive will not review its decision on a petition unless the petitioner can present fresh material that changes the facts upon which the Executive based its decision (i.e., in effect results in a new petition).

6. There is no requirement that the student be notified of right of appeal from decisions on petitions.

Appeals

1. An appeal is defined as a request that, where a regulation involves discretionary power and permits exceptions, a negative decision by the Program Office be overturned. An appeal may also relate to a decision involving a student's academic standing (as for example, a judgment involving his artistic ability or a ruling about admission to or withdrawal from courses or programs) where a case can be made for special consideration.

2. No appeal can be made against an unqualified University or Faculty regulation.

3. Rulings on petitions may not be appealed unless a petition was denied by the Program Office and the petitioner has reason to believe that extenuating circumstances should, in his case, have been given greater consideration.

4. Appeals must be submitted formally by the student, with grounds fully stated. The only involvement of the Program Office, other than to advise the student on procedures, will be in the preparation of a file for the Appeal body.

5. The Faculty Secretary will inform an unsuccessful appellant of his right of appeal to GFC.

EXECUTIVE COMMITTEE

Minutes of Meeting of November 20, 1973

2:00 - 4:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, A. T. Elder*, M. W. MacKenzie, J. O. Orrell, D. Young.

ABSENT: R. R. Hett.

1. Proposed Modification of Staff Travel Regulations

[*Professor Elder had been invited to attend the meeting and take part in this item of discussion in his capacity as Chairman of the Dean's Advisory Committee on Staff Travel.]

Members had before them copies of memos from Professors Marahrens and Dimic in which a fundamental question was raised about the administering of funds under section 1.(e) of the Faculty of Arts Staff Travel Regulations:

> Grants are not given for side trips or field trips or for the additional time required to attend special or executive meetings immediately prior to or following regular annual meetings. In exceptional circumstances, however, support may be granted for trips to special executive or organizational meetings of approved societies for which no outside or other University assistance is available.

The document assumes that if such support is granted it will be part of the maximum which may be allocated to individual applicants in any one year, the principle underlying this assumption being questioned by Professors Marahrens and Dimic, who advocated the introduction of some new criteria for the distribution of money out of the Staff Travel Fund that would recognize staff contributions to conferences.

Following a discussion about the complexities of administering the fund, and the inadequacy of the amount allocated by Central Administration, it was moved by Professor Orrell, seconded by Professor MacKenzie,

> THAT the existing regulations be reaffirmed as the guidelines by which inadequate funds can be apportioned among the greatest number but that in view of the possibility that other priorities might be recognized if there were larger funds, the Dean be advised to seek an increase in the allocation from Central Administration.

Motion carried.

2. Minutes of the Meeting of October 26, 1973

The Minutes were declared approved as circulated.

3. Degrees "With Distinction"

3.1 Stephen Michael Kuric

On a motion by Professor MacKenzie, the Executive accepted the recommendation of the Academic Standing Committee that Mr. Kuric be granted his degree "With Distinction" retroactively. [Mr. Kuric's case was formally reviewed by the A.S.C. on October 26 when a Student Program Office check of the records of Spring 1973 graduands from the B.A. (General) Program revealed that he had obtained a G.P.A. of 7.5 on his last ten courses.]

3.2 B.F.A. and B.Mus.
[ref. p.7, item 7.3, Executive Council 17/9/73]
Dean Baldwin reported for information that in accordance with the Faculty's instructions he had made a two-pronged approach to G.F.C. for a change in the University regulation governing the awarding of degrees "With Distinction": 1) that it be at the discretion of the Faculty, or 2) that an exception be made in the case of the B.F.A. and B.Mus. degrees. The Faculty's objective was accomplished by means of the following resolution which was passed by G.F.C. at its meeting of October 29, 1973:

> THAT General Faculties Council authorize an exception to the general rule, in the case of the B.F.A. and B.Mus. degrees, so that the notation "With Distinction" shall be inscribed on the permanent record and graduate parchment of a candidate for such a degree providing the candidate maintains a grade point average of 7.5 or higher over the last two years of the program and provided that a full course load was carried in each of those years.

4. Fall Graduands: Additions

On a motion by Professor Bueckert, the Executive ratified emergency action taken by the Student Program Office in notifying the Registrar of two additions to the list of Fall graduands:

Bernadette Mary Gabinet
Darlene Marie Hayduk.

[Following Council's approval of the original list of Fall graduands, it was discovered that both these students had met the requirements for the B.A. (General) degree.]

5. Council/Committee Memberships

5.1 Council

5.1.1 External member: Faculty of Science

On a motion by Professor MacKenzie, the Executive approved on behalf of the Faculty the appointment of Professor J. R. Pounder of the Department of Mathematics, as a replacement for Professor J. W. Macki. [The latter's teaching commitments conflict with Executive Council meeting times.]

5.1.2 Student Representation

The Executive received on behalf of the Faculty the names of the following students, for appointment to Council:

Department	Student Member	Alternate
Anthropology	Simon Simonson	-
Classics	Sylvia Berg	Margaret Miller
Slavics	Gail Haldane	-

Note: i) The Departments of Comparative Literature, English, and Philosophy scheduled elections and alerted their students. There was no student response on election day, and therefore, these three departments will be without representation on Council during 1973/74.

ii) The Executive was regretfully unable to accept the two students (out of an entitlement of three) put forward by the Department of Romance Languages because no election had taken place. [Professor Motut will be so advised.]

iii) It was agreed THAT the Election Procedures Committee be asked to undertake a review of the procedures used in electing students to Council, and that the Executive recommend to the Chairman, Professor J. P. Meekison, that the Committee add to its numbers Professor Gainer as representing the Faculty Office. [The Department of Philosophy having asked for further guidance on student elections, they are to be advised that the whole matter has been referred to the Election Procedures Committee for re-examination.]

5.1.3 Alternate Membership on Executive Council: Chairmen of Standing Committees

An inquiry was received from Professor Larson, Chairman of the Academic Standing Committee (and therefore an *ex officio* member of Council) whether another member of that Committee might attend Council meetings in the event that the Chairman is unable to be present.

On a motion by Professor Bueckert, the Executive interpreted the rules as meaning THAT where a committee thinks that it ought to have someone in attendance at Council and the chairman is not available, they be authorized to send an alternate.

5.2 Student Representation on Faculty Committees

By general consent, it was agreed THAT Professor Gainer be asked to call a meeting of the nominating body (i.e., the core group of students elected to Arts Council) for the purpose of arranging for student representation on Arts Faculty committees.

5.3 East Asian Studies Committee [ref. item 4.2, 1/5/73]

Members were reminded that the Department of History is not at present represented on this Committee because the two members of the History Department who signed the original petition to establish an East Asian Studies Committee (Profs. B.L. Evans and H. J. Jones) will not be back on campus until late 1974.

The Executive moved to accept the recommendation from the Department of History (memo dated Nov. 2, 1973 from Chairman C. J. Lowe) THAT Mr. Blake Young be appointed to represent the Department of History on the East Asian Studies Committee until Professors Evans and Jones return. [Mr. Young is a Sessional Lecturer.]

5.4 Honors Committee

The Executive accepted the following additions and changes in membership:

5.4.1 Faculty (Change)

Romance Languages — Professor D. Langdon, replacing Professor A. B. Connell as an alternate member.

5.4.2 Student Representation (Additions)

Department	Student Member	Alternate
Comp. Lit.	Deborah Laycock (2 yr. appointment)	
Romance Lang.	Marie-Helene Chmura	Mariette Denise Belland

5.5 Library Committee

The Executive received and accepted the following departmental nominations:

Comp. Lit.	Prof. U. Margolin, replacing Prof. S. Arnold
Drama	Prof. F. V. DeFelice, replacing Prof. J. Terfloth
Philosophy	Prof. F. P. van de Pitte, replacing Prof. D. Sharp
Pol. Sc.	Prof. E. P. Murray, replacing Prof. S. M. M. Qureshi

5.6 Selection and Review Committees for Chairmen of Departments

The following nominations were made by the Executive in accordance with regulations governing membership on such committees [to be presented to Council on December 3]:

5.6.1 Comparative Literature (Selection Committee)

Faculty

E. D. Blodgett, Comparative Literature
J. Ferrate, Comparative Literature
E. J. H. Greene, Romance Languages (Alt. E. Musacchio)

Students (Two required: one graduate, one undergraduate)
The graduate student (Francis Macri) having been elected from within the Department, the Executive nominated an undergraduate:
Richard McCarty, 3rd yr. Honors, Romance Languages/History

(Alt.: Michael Penny, 4th yr. Honors English)
(Back-up: Gail Haldane, 2nd yr. Honors Slavics)

5.6.2 Slavic Languages (Review Committee)

Faculty

R. L. Busch, Slavics
O. Zujewskyj, Slavics 〉 (Alt.: K. T. Holden, Slavics)
B. W. Wilkinson, Economics (Alt.: P. A. Schouls, Philosophy)

Students

Pending advice re: the student elected from within the Department, the Executive nominated a graduate and an undergraduate:

Gordon Gordey, Graduate student, Drama
Marie-Helene Chmura, 4th yr. Honors Romance Languages.

5.6.3 Anthropology (Selection Committee)

Faculty

The Department having ten or more members, three departmental representatives were elected by the full-time members of the Department (under the Dean's supervision):

C. G. Hickey
D. G. Steele
D. E. Young

Students

On the assumption that a graduate student would be elected from within the Department, the Executive nominated an undergraduate:

Jack Hooper, 4th yr. Honors Sociology
(Alt.: Inga Otto, 2nd yr. Honors Sociology)

5.6.4 Music (Selection Committee)

Faculty

The Department having ten or more members, three departmental representatives are to be elected by the full-time members of the Department (under the Dean's supervision).

Students

Deferred.

6. Student Petitions

6.1 Petition for permission to complete the remaining requirements for the B.A. (General) Degree (4 courses) as a Visiting Student at the University of Toronto: Mrs. Christina Camire

Mrs. Camire was admitted to Arts Faculty in September 1968 with a relative matriculation deficiency in a language other than English. She left the Faculty in the spring of 1970 (at which time she had failed to clear the matric. deficiency), and enrolled as a Special Student in the Faculty of Science for the 1970/71 session. Mrs. Camire (nee Chambers) has since married and moved to Toronto, her petition for Visiting Student status being based on domestic and financial considerations. [In 1970 Mrs. Camire would not have been permitted to return to the Faculty without first having cleared her matriculation deficiency by successfully completing an extramural course; under recent Faculty legislation she is now eligible to re-enter and take a make-up course for degree credit.]

On a motion by Professor Bueckert,

Petition granted.

6.2 Petition for permission to complete the remaining 4 courses of the B.A. after B.Sc. Program as a Visiting Student at the University of Ottawa: Robert Edward Everson

In September 1963 Mr. Everson enrolled in a 9-course B.A. after B.Sc. Program, subsequently transferring to Special Student status so that he might include two Marketing courses in his studies (on the understanding that the latter two courses would not count toward the B.A. degree). In September 1964 Mr. Everson was admitted to Graduate Studies as a candidate for the M.B.A., but evidently discontinued this program after one year of study. In September

1973 Mr. Everson indicated that he wished to resume his B.A. after B.Sc. Program [he has received credit for 5 of the 9 required courses, one of these--Economics 200--having been taken at Lethbridge in 1963], and submitted a petition for:

i) degree credit for Economics 440, taken at Carleton University, Ottawa, in 1967;

ii) permission to take French 1651 [he is currently enrolled in this course at the University of Ottawa] for degree credit;

iii) permission to take two other courses at the U. of Ottawa to complete his B.A. after B.Sc. Program.

In considering the petition the Executive noted that Mr. Everson had appended "M.B.A." to his signature, and a question was raised whether he had in fact qualified for the latter degree, and if so, how these credits were obtained. It was decided to defer a decision, pending clarification of Mr. Everson's M.B.A. status [transcript to be requested].

6.3 Petition for permission to complete the remaining requirements of the B.A. (General) Program (5 courses) as a Visiting Student at the University of Victoria: Paul Malcolm Gibson

Mr. Gibson was admitted to the B.A./LL.B. Program in 1965 with five advanced credits from Mount Royal College. He completed five full courses in this Faculty and then, because of financial difficulties, was obliged to withdraw. In June 1973 Mr. Gibson enquired about the possibility of completing the B.A. (General) Program as a Visiting Student at the University of Victoria. Mr. Gibson cited a well-paying newspaper job as his reason for remaining in Victoria at the present time, but added that he hoped eventually to settle in the Grande Prairie area.

The Student Program Office was prepared to support the petition to the extent of three courses to be taken as a Visiting Student at the U. of Victoria, in which case it was anticipated that Mr. Gibson would in all probability complete the remaining two courses when he moved to Grande Prairie (by means of E.C.P. offerings).

On a motion by Professor Eastman,

Petition for 3 courses granted.

6.4 Petition for permission to complete the remaining requirements of the B.A. (General) Program (two half-courses) as a Visiting Student at the University of Lethbridge: Barbara Eula Meilicke

Miss Meilicke completed 4½ courses in the Faculty of Education during the 1970/71 session. In 1971/72, having been awarded an exchange scholarship, she attended Bishop's University. In June 1972 Miss Meilicke returned to Edmonton and enrolled in the B.A. (General) Program (receiving 4 course credits for her work in the Faculty of Education and 5 course credits for her work at Bishop's). In the 1972/73 session she completed 3½ courses, her studies being interrupted due to illness. On the assumption that she will successfully complete three half-courses in the current term, Miss Meilicke petitioned for permission to take the remaining two half-courses in her B.A. (General) Program at the University of Lethbridge. She indicated that the money saved by living at home (in Lethbridge) would enable her to proceed to graduate studies.

The Executive could not find any evidence of severe hardship, should Miss Meilicke be required to complete her degree on campus.

On a motion by Professor Orrell,

Petition denied.

6.5 Petition for permission to complete the remaining requirements of the B.A. (General) Program (5 courses) as a Visiting Student at Red Deer College: Douglas Haig Russell

Mr. Russell was admitted to the B.A. (General) Program in 1951 with a deficiency in a language other than English. He completed 10 courses in the 1951/52 and 1952/53 sessions (one of these--Latin A, taken to clear his language deficiency--is now acceptable for degree credit). In his petition to the Executive Committee, Mr. Russell, now a pastor at the Free Methodist Church in Red Deer, stated that he had completed English 396 at Red Deer during the 1972/73 session and is currently taking Anthropology 307 (a half-course) at that institution. He requested degree credit for the latter courses, along with permission to take the remainder of his program as a Visiting Student at Red Deer.

In considering the petition, the Executive raised questions about what courses Mr. Everson proposed to take at Red Deer, and whether the possibility of his coming to Edmonton for Spring or Summer Session had been actively explored. It was decided to defer a decision, pending receipt of the above-mentioned information.

6.6 Petition for permission to complete the remaining requirements of the B.A. (General) Program (5 courses) as a Visiting Student at the University of Calgary: Jeanne V. Steer

Miss Steer was enrolled in a university transfer program at Mount Royal College in 1971/72, and transferred to the Faculty of Education in 1972/73. In August 1973 Miss Steer applied for transfer to the Faculty of Arts and was admitted with a relative matriculation deficiency, and eight advanced credits for her previous work. [She is currently taking four first term courses.] Her petition for permission to take five courses at the University of Calgary was based on domestic grounds: her forthcoming marriage in December and subsequent move to Calgary.

The Executive was unwilling to approve a program in which less than half the courses would be from the Faculty. As an alternative it was recommended that Miss Steer be permitted to take two courses as a Visiting Student at the University of Calgary, on the understanding that the three remaining courses would be taken on campus.

Petition for 5 courses denied,
with the proviso for 2 courses
as outlined above.

7. Agenda for December 3 meeting of Council
It was agreed that the meeting of December 3 be a two-part session: Executive Council meeting from 2:00-3:00 p.m. to deal with regular items of business, full Council meeting at 3:00 p.m. to consider the Report of the Academic Principles and Aims Committee.

8. Adjournment
By general consent, the meeting was adjourned at 4:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of December 13, 1973

10:30 a.m. - 12 Noon

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell, S. E. Simonson, D. E. Young.

1. Welcome to Student Representatives

Dean Baldwin reported that at a December 6 meeting of the core group of students elected to Arts Council the following four students had been chosen to serve on the Executive Committee of the Faculty (pro tem, subject to review and ratification at the next student meeting on January 3, 1974):

Bill Bragg, History
Bill Ferguson, History
Guy Milner, Religious Studies
Simon Simonson, Anthropology.

An official welcome was extended to Mr. Simonson, the only student member in attendance.

2. Agenda Additions

As item 2.4: Ronald V. Costley (student petition)
As item 6: Committee quorums.

3. Minutes of Meeting of November 20, 1973

The Minutes were declared approved as circulated.

4. Student Petitions / Appeal

4.1 Petition for permission to complete the remaining requirements of the B.A. (General) Program (two half-courses) as a Visiting Student at the University of Lethbridge: Barbara Eula Meilicke [ref. item 6.4, Minutes of November 20, 1973]

Miss Meilicke's petition was previously discussed in terms of whether or not she had made a case for undue hardship, the Executive voting to deny permission. Miss Meilicke subsequently sought the advice of the Ombudsman, following which she asked the Dean for a review of her petition. There were no additional extenuating circumstances insofar as her financial plea was concerned; however, there appeared to be some justification for reexamination of her petition in the area of the residence requirement.

Faculty of Arts students are required to complete the final year (i.e., the last five courses) on campus, unless special permission is given to do otherwise:

i) The Student Program Office has been delegated authority by the Executive to make certain exceptions for cause; that is to say, the SPO may grant Visiting Student status up to a maximum of two courses in the final year, provided all other courses have been taken at this University.

ii) All other requests for Visiting Student status in the final year of the program are directed to the Executive.

In the normal course of events this student's request would have been handled by the Student Program Office (and they have since indicated that on the basis of her academic record and the financial plea they would have been prepared to grant permission). The case was, however, referred to the Executive because Miss Meilicke had received five credits for her work as an exchange student at Bishop's University.

The Executive was not inclined to any relaxation in its standards for the assessment of undue hardship; nevertheless, in light of the fact that it was possible to view this application as under some circumstances falling under SPO guidelines that would have led to her being granted permission to finish her degree elsewhere, the Committee was disposed to take a lenient view.

On a motion by Professor MacKenzie,

(Previous decision rescinded.)
Petition granted.

4.2 Petition to take the remaining three courses in the B.A. (General) Program as a Visiting Student at Laval University: Glennis B. Marshall

On transfer to the Faculty of Arts in August 1973 Miss Marshall was granted advance credit for 4½ courses completed in the Faculty of Science, plus credit for French 200 based on her work at the Sorbonne in 1971/72. Miss Marshall is currently enrolled in 5½ courses and is planning to take one additional course during the 1974 Spring Session. Assuming successful completion of those courses, she submitted a petition to take the remainder of her program at Laval University. Her argument was based on academic grounds, namely her desire to pursue the study of the French language in a "francophone milieu."

On a motion by Professor Orrell,

Petition granted.

4.3 Appeal to be awarded the B.A. (General) Degree "With Distinction": Captain Thomas C. White

Captain White was admitted to the B.A. (General) program in 1970 with four advance credits from Carleton University (one of these being a senior History course), and two deficiencies: a language other than English (which was subsequently cleared by taking French 30), and a first year lab. science course. In the 1971/72 session Captain White completed five courses, including the required lab. science, with a GPA of 7.6, and in the 1972/73 session he completed a further five courses with a GPA of 7.5. In computing Capt. White's GPA for the final ten courses the Student Program Office, according to established procedures, based their calculation on the last two curriculum years: credit for the jr. lab. science (a first year requirement which in this case had been taken in the second year of the program) was assigned to his first year; credit for the senior level History course (taken at Carleton in the first year of the program) was assigned to his second year. Capt. White thereby achieved a GPA of 7.39 and was awarded a B.A. (General) degree in the spring of 1973. He submitted an appeal to be awarded the degree "With Distinction," contending that since the award was a "U. of A. award, it should be given on the basis of standings in U. of A. courses" (his GPA on the ten U. of A. courses being 7.5). He also argued that while the basis of the award is the "last two years of the program," there was no specific statement that it must be second and third year level courses only.

Members of the Executive considered the appeal in terms of the extenuating circumstances pertaining to Capt. White's status as a transfer student enrolled in the Canadian Armed Forces University Training Program for serving officers: he was unable to take a jr. lab. science while at Carleton; he did in fact clear this requirement at the first available opportunity at the U. of A.

On a motion by Professor Bueckert,

Appeal upheld.

4.4 Petition to be allowed degree credit for English 100, taken at U.B.C. at a time when their first year university was accepted as senior matric. (Grade XIII): Ronald V. Costley

Mr. Costley, a student in his freshman year in the B.Mus. program, submitted a petition to be allowed degree credit for English 100, in effect seeking double credit for the course since it had already been applied against his matriculation credits for entry to the U. of A. In considering the petition the Executive noted that Mr. Costley was in any event deficient a subject in matriculation, but that, because of his age and demonstrated talent in music, he had been granted standing equivalent to Music 30, thus qualifying him for admission. It was also noted that, were this further concession to be granted, Mr. Costley would be taking no Humanities courses whatsoever; i.e., he would be enrolled solely in Music courses.

On a motion by Professor Bueckert,

Petition denied.

5. Committee / Council Memberships

5.1 Executive Council

5.1.1 Student Representation

On a motion by Professor MacKenzie, the Executive approved on behalf of the Faculty the appointment of Mr. Guy Milner as a duly elected student representative from the Department of Religious Studies.

5.1.2 Faculty Representation

On a motion by Professor Eastman, the Executive received and accepted the following change in membership from the Department of Economics: Prof. V. Salyzyn, member (formerly alternate); Prof. J. J. Delehanty, alternate (formerly member).

5.2 Course and Calendar Change Committee
The Executive nominated as a replacement for Prof. F. A. de Luna (who will be taking 6 mos. sabbatical leave commencing Jan./74): A. M. Small, Classics (alt.: B. L. Harris, Music).

5.3 Tenure Committee: replacement for Prof. F. A. de Luna on Faculty Panel
The following nominations slate was proposed by the Executive (subject to ratification by Council, with Faculty ballot to follow):

G. Nettler, Sociology
P. F. Zelhart, Psychology
(Alt.: K. D. Prithipaul, Religious Studies)

6. Staff Files Policy
Reference was made to the G.F.C. meeting of November 26, 1973 and the proposal from Dean D. M. Ross that the policy concerning open staff files which was approved by G.F.C. on November 5, 1973 be reconsidered (the Faculty of Science Council favouring a closed file system). A suggestion having been made that some input from Faculties would be useful, the proposal was tabled by G.F.C. until its next meeting (December 17). It was not possible in the time available for Arts Council to discuss formally the proposal that the policy concerning staff files be reconsidered, and the Executive Committee decided that it could not speak for the Faculty on this matter. Dean Baldwin will so inform Mrs. Midgley, the G.F.C. Secretary.

7. Committee Quorums
Arising from a query received from the Chairman of the Curriculum Committee re: the matter of a quorum now that students are to be added to Faculty committees in specified numbers, the Election Procedures Committee recommended as follows:

> The Committee recommends that each committee establish its own quorum. The vast differences in committee size and composition throughout the Faculty are the basis for this recommendation.
>
> In establishing their quorums committees should consider the problem of meetings during spring and summer when large numbers of their members may be absent from the campus. As such, they should not put themselves in a position where they cannot convene meetings for lack of a quorum. It may therefore be necessary to have one quorum for the regular academic year and another for the off-season.
>
> Committees should also recognize that their members, while drawn from different constituencies, are equal once they have been selected. As such, the question of quorum should not be approached from the concept of group membership. Quorums for committees should be established after the student members of committees have been selected.

The Executive concurred in these recommendations and agreed that they be passed to chairmen of Faculty standing committees for their information.

The Executive having considered its own quorum (Chairman, plus four members) will not recommend to Council a change. [The balance of a memo of December 6, 1973 from Professor J. P. Meekison, Chairman of the Election Procedures Committee, having to do with procedures for election to various Faculty committees was deferred for future consideration.]

8. A.P.A.C. Report: Follow-up

In view of certain items in the Report having been referred to the A.P.A.C. for supplementary study, the Chairman of that Committee has requested that the recommended action re: staggering of terms for its members be postponed. Consideration of referrals to other Faculty committees was also deferred.

9. Adjournment

By general consent, the meeting was adjourned at 12 noon.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of January 23, 1974

4:00 - 6:00 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, W. P. Ferguson, R. R. Hett, M. W. MacKenzie, J. O. Orrell, S. E. Simonson, D. E. Young.

1. Agenda Changes
   1.1 Additions
      1.1.1 Committee Memberships: Canadian Studies Committee
      1.1.2 Staff Travel Allowance: Proposed Increase
   1.2 Deletion
      Item 4. Restrictions on Enrollment: Summer Session and Late Afternoon Courses.

2. Minutes of Meeting of December 13, 1973

The Minutes were declared approved as circulated.

3. Student Petitions

3.1 Petition for permission to complete the remaining 4 courses of the B.A. after B.Sc. Program elsewhere: Robert Edward Everson

[ref. item 6.2, 20/11/73]

A transcript from the University of Toronto revealed that Mr. Everson was awarded an M.B.A. degree in 1966 and that he did not use any B.Sc. courses for the purpose of qualifying for the M.B.A. nor the taking of the degree itself. Having disposed of the questions relating to Mr. Everson's M.B.A. degree, the Executive considered the crux of his petition for Visiting Student status: if granted, it would mean that five of the nine courses required for the B.A. after B.Sc. degree would be taken elsewhere. Members were of the opinion that an insufficient number of courses taken in the Faculty of Arts at the University of Alberta would thereby be offered for the degree.

On a motion by Professor Hett,

Petition denied.

3.2 Petition for waiver of matriculation deficiencies: Kathleen Anne Garrison

Mrs. Garrison, a matriculant from the U.S. high school system, was admitted to the Faculty in January with matriculation deficiencies in a language other than English and a science, the Student Program Office ruling on the basis of established practice that she had failed to meet the following requirements: a three-year sequence (X, XI, XII) in a language other than English, and a minimum two-year sequence in one science coupled with another science in the third year. Mrs. Garrison was told that she must take two courses additional to her program to clear these deficiencies, but that she could opt for 100-level Placement Examinations (in which event, if successful, make-up courses would not be required). She petitioned for admission on the basis of full matriculation credit on the grounds that she had completed "three full years of high school Latin with marks of at least A or B in each year of study" (IX, X, XI sequence) and "four years of science courses" (4 different subjects). In essence, Mrs. Garrison challenged the technique by which the Faculty Office assesses U.S. high school records, her petition raising questions whether decisions are based merely on a legalistic interpretation of the three-year sequence or whether differences in high school curriculum are taken into account (including consideration of the level of competence attained in an American IX, X, XI sequence, when compared to the Alberta X, XI, XII sequence).

Having agreed that the broader issues raised by Mrs. Garrison's petition, including our assessment of sciences, be referred to the Admissions and Matriculation Requirements Committee, the Executive considered her individual request for waiver of matriculation deficiencies in light of her academic record.

On a motion by Professor Bueckert,

Petition denied.

[When notifying Mrs. Garrison of the Executive's decision, the Faculty Secretary was instructed to add a rider to the effect that make-up courses would not be required, should Mrs. G. be successful in obtaining departmental recommendations as to her proficiency in science or a language other than English, on the basis of testing or other information.]

3.3 Petition to be allowed degree credit for 9 junior courses: Robert Daniel Lucy

This student was admitted to the Faculty of Arts last fall with seven advance credits (5½ jr. courses, 1½ sr. courses) from the University of Calgary. Mr. Lucy was deficient a language other than English and a half-course junior lab. science, the successful completion of which would result in his having a total of seven junior courses to his credit, i.e. the maximum number permissible in the B.A. Program. [Exceptions may from time to time be granted by the Student Program Office to permit a student to take an eighth junior course, but not in cases where a deficiency make-up is being allowed for credit.] Under the circumstances, the Student Program Office disallowed advance credit for two other junior courses taken at Calgary: Administrative Philosophy 299 and Management Science 235/237. Mr. Lucy petitioned for advance credit for these courses on the ground that, despite the 200-label, they are in fact senior-level, taken in the second year of the U. of C. Commerce program. He also contended that the U. of C.'s Ad.Ph. 299 and the U. of A.'s Organizational Theory 303 are identical.

In considering the petition, the Executive noted that the level of Mgmt. Science 235/237 is clearly identified as junior in the U. of C. Calendar, and further, that the U. of A. Faculty of Business Administration and Commerce will only accept Ad.Ph. 299 as a junior open elective.

On a motion by Professor Orrell,

Petition denied.

4. Committee Memberships

4.1 Canadian Studies Committee

On a motion by Professor Young, the Executive accepted with regret the resignation of Professor R. R. Hett from the Canadian Studies Committee (Chairman and representative of the History Dept.), and received the nomination from the History Department of Professor C. S. Mackinnon as a member of that Committee. Under Faculty rules, the C.S.C. will be responsible for selecting a new chairman.

4.2 Chairman's Selection Committee: Religious Studies

On a motion by Professor MacKenzie, the Executive agreed to recommend to Council that Professor H. Barclay, first runner-up in the Faculty election, serve as a replacement for Professor R. Shiner, who is on sabbatical leave.

4.3 Chairman's Review Committee: Slavic Languages (Proposed change of status)

Professor G. Schaarschmidt having decided not to continue as Chairman of the Department of Slavic Languages after June 30, 1974, the Review Committee which was established according to G.F.C. procedures must now be replaced by a Selection Committee, the two kinds of committee being identical in structure. On a motion by Professor Eastman, the Executive agreed to recommend to Council that the members of the now defunct Review Committee be authorized to serve on the Selection Committee without further election. [Approval of the transformation is also being sought from the Executive of G.F.C.]

4.4 Executive Committee: Student Representation [ref. item 1, 13/12/73]

Arising from its meeting of January 3, the student core group submitted a revised list of nominations:

W. P. Ferguson, History
T. D. Paton, History (replacing Guy Milner, Religious Studies)
S. E. Simonson, Anthropology

A fourth student member has yet to be named, Mr. Bill Bragg having asked that his name be withdrawn from the nominations slate.

The nominations were received by the Executive (Messrs. Ferguson and Simonson having already been welcomed to the meeting), and will be presented to Council for ratification on February 4.

4.5 Student Representation on other Faculty Committees

The Executive is awaiting formal submission of nominations by the Student Convenor, Miss Catherine Wein.

4.6 Election Procedures: Biographies [ref. item 7, 13/12/73, continuing review of Professor Meekison's memo of Dec. 6/73]

The Executive recommended that the following suggestion from the Election Procedures Committee be taken to Council for debate on February 4:

> The Committee suggests that each candidate for [faculty wide] election should supply a brief biographical statement to be circulated with the ballot. This practice is currently used by some learned societies and organizations. In a faculty the size of ours it is impossible to know everybody and this proposal should make a more informed electorate. At the moment the Faculty is experiencing a return of about 40%-50%. The additional information might increase the degree of participation.

5. B.A. after ..., With Distinction

Reference was made to the resolution drafted by the Executive at its meeting of October 26, 1973 [ref. item 2. of Minutes] as an in-house expansion on section 16.4.3 of the Calendar which specifies for a degree with distinction that the candidate must have obtained a G.P.A. of 7.5 or higher "over the last two years of his program" (which means, internally, 10 courses). The ruling proposed by the Executive was intended to handle the case of students taking a "B.A. after ..." who have been required to do fewer than 10 courses, but since the wording did not specify the kind of student it seemed to rule out the student enrolled in a 10-course program who earned distinction in our Faculty alone (say, for example, a student enrolled in the 10-course B.A. after B. Comm. who earns a 7.5 average in these courses, having failed to earn distinction on his first degree).

On a motion by Professor Orrell, the Executive adopted the following revised resolution:

> THAT a student qualifying for a second undergraduate degree shall be awarded a degree "With Distinction" if he has obtained a grade-point average of 7.5 or higher in a program of 10 or more courses or, in a program of fewer than ten courses, obtained a 7.5 average or higher after previously earning a degree "With Distinction." In the case of the B.F.A. and B.Mus. degrees, there are additional provisions.

6. Report of the G.F.C. Committee on Stress

Dean Baldwin advised members that he had taken the Report to the Council of Department Chairmen and had forwarded their recommendations to G.F.C. in a memo dated January 17:

> The Chairmen decided that it would be premature to discuss the recommendations of the Report in Faculty Council until G.F.C. has explored the financial implications of a number of them (presumably through U.P.C.) and made some preliminary assessment of priorities. Our Faculty would then be prepared to

debate and comment on the proposals that emerge therefrom as practicable.

The Report also contains recommendations that do not appear to involve extra costs. Our preference is for G.F.C. to debate these in principle and refer to Faculty Councils for comment any that receive support.

We do not believe, in effect, that it would be profitable for us to consider the report in detail until these preliminary assessments have been made.

7. Staff Travel Allowance: Proposed Increase [ref. item 1, 20/11/73]
Dean Baldwin reported that, acting on instructions from the Executive, he had presented to Central Administration a recommendation that the Staff Travel Fund be increased from the present allocation of $200 per head per annum to a more realistic figure. On January 16 the President took the recommendation to Deans' Council. The latter body was in complete sympathy with the recommendation but could not support it at this time because it would be at the expense of positions and/or staff salaries, given the present state of the budget.

8. Report of the Academic Principles and Aims Committee
Members had before them a copy of a memo of December 13, 1973 from Professor G.F.N. Fearn, Department of Sociology, in which he registered some comments in response to the recent Arts Faculty Council debate on the A.P.A.C. Report, and to the content of the Report itself. Since the A.P.A.C. has been charged with a watching brief by virtue of Council's acceptance of its recommendation that it "see to the implementation of the Principles and from time to time to review these Principles," it was the Executive's recommendation that Professor Fearn's memo be brought to the attention of the A.P.A.C. Chairman, Professor R. J. Buck, with the suggestion that Professor Buck may see fit to extract portions of it for the information of other Faculty committees.

9. Agenda: Executive Council Meeting of February 4
The following items were agreed upon:

   1. Minutes of December 3, 1973: Executive Council & Full Council
   2. Report of the Course and Calendar Change Committee
   3. Executive Committee Reports: Dec. 13, 1973 and Jan. 23, 1974
   4. Faculty Tenure Committee: Nominations Slate
   5. Election Procedures: Biographies
   6. Regulations concerning the Transfer of Students from recognized Alberta Colleges: G.F.C. referral.

10. Adjournment
By general consent, the meeting was adjourned at 6:00 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of February 27, 1974
2:00 - 4:15 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, J. O. Orrell, T. D. Paton, S. E. Simonson, D. E. Young.

ABSENT: M. W. MacKenzie, W. P. Ferguson.

1. Minutes of Meeting of January 23, 1974
The Minutes were declared approved as circulated.

2. Student Petitions

2.1 Petition for Waiver of Matriculation Deficiencies: Mrs. Kathleen A. Garrison [ref. item 3.2, 23/1/74]

a) The Department of Classics having certified that Mrs. Garrison has fulfilled the requisite amount of Latin to meet the admission requirement of our Faculty, a make-up course in a language other than English will not be required.

b) It being understood that the Admissions and Matriculation Requirements Committee is prepared to recommend acceptance of a "mix" of Science courses (i.e., these courses need not necessarily be sequential), the Student Program Office has now accepted the Science courses offered by Mrs. Garrison as the equivalent of senior matriculation for University admission.

2.2 Petition for Permission to take the last Four Courses of the B.A. (General) Program as a Visiting Student at the University of Calgary [in essence, a request to complete 8 courses at universities other than the U. of A. and thereby be excused completely from the requirement that the final year of the degree be taken at this University]: Mrs. Sue Adelle Andrew [ref. item 6.2, 26/7/72]

Background: At the close of the 1966/67 session Mrs. Andrew had completed seven of the fifteen courses required for her B.A. (General) degree. At that point her husband was transferred to Vancouver and Mrs. Andrew was granted permission to complete a five-course registration at the University of British Columbia as a Visiting Student, on the understanding that the final three courses of her program would be taken at the U. of A. By July 1972 Mrs. Andrew had completed four courses at U.B.C. and, her husband having been transferred to Calgary [where it is understood they will reside permanently], she then requested permission to complete the remaining four courses in her program as a Visiting Student at the University of Calgary. The latter petition was denied; however, Mrs. Andrew was advised that the Executive would honor the authorization previously granted to her (i.e., permission to take a total of five courses off-campus; four of these having been completed at U.B.C., one course could be taken at Calgary). Insofar as the remainder of her program was concerned, two options were then available to Mrs. Andrew: (1) she could return to this campus to complete the final three courses to qualify for a U. of A. degree; (2) she could register as a regular student at the University of Calgary and complete the program for their four-year B.A. degree.

On February 11, 1974 Mrs. Andrew requested reconsideration of her petition to take the remaining four courses of her program as a Visiting Student at the University of Calgary. Once again she cited domestic grounds as the primary reason for wishing to complete her degree at Calgary, adding that she did not wish to enrol in Calgary's four-year program since, on transfer, a minimum of ten courses would be required for completion of their program. Having consented to review the petition, the Executive did not find that Mrs. Andrew had provided any new evidence in support of her case. On a motion by Professor Hett,

Petition denied.
(Original ruling upheld)

3. Transfer of the East European and Soviet Studies Committee from the Faculty of Arts to the Faculty of Graduate Studies and Research [ref. item 8, 4/9/73]
The problem of the residual undergraduate activities having been referred by the Executive to the Chairmen of the Curriculum and Honors Committees, their suggestion was as follows:

> It would be possible to handle at least the Honors Program functions of EESS by forming an Arts Subcommittee comprised of those members of EESS who are members of the Faculty of Arts [envisaging an Arts Faculty Standing Committee which changed its composition according to the nature of EESS]. Such an Arts Subcommittee could then be represented on the Honors Committee. This would allow them to enter into joint advisory relations with participating departments regarding Honors students and, more immediately to the point from their perspective, to place a statement regarding the program in the Arts Faculty Calendar. Presumably such a subcommittee could expand its functions, if necessary, to include participation in the B.A. (General) and B.A. (Special) programs. They could also constitute a body which would be able to discuss with the Dean's Office the other undergraduate functions of EESS within the Faculty of Arts."

After careful consideration of the proposal, the Executive resolved THAT until such time as a need for a Faculty Standing Committee to supervise the EESS Honors program emerges [i.e., depending upon eventual student enrolment], the responsibility for supervision of the undergraduate program and liaison with the Graduate Committee be assigned to the Dean's Office [Assistant Dean S. R. Munro].

4. Restrictions on Enrolment: Summer and Late Afternoon Courses [ref. item 8, AFC 15/5/73]
At Arts Faculty Council meeting of May 15, 1973 recommendation #4 of the A.P.C. Report on Restriction of Enrolment [THAT the procedure to be followed in imposing quotas on courses offered during the Summer Session and the Evening Credit Program should be the same as that to be adopted

in the Winter Session] was withdrawn on condition that further study of its implications be made by the Dean's Office. An investigation was conducted by Associate Dean Blanchard who reported as follows:

> The Summer Session Committee has decided that quotas in Spring and Summer Session courses should be informed by regular session enrolments. Specifically, the new policy is that quotas in Spring and Summer Session courses be pegged at a minimum of 80% of the average Winter Session class size of the corresponding course. Anything lower than this ceiling needs special justification."

The Student Program Office not anticipating any problems in implementation, the Executive concluded that there was no need for further debate in Council on the matter of quotas affecting Spring and Summer Sessions.

5. Report of the Course and Calendar Change Committee: Referrals to Curriculum Committee [ref. item 3, 26/10/73]

5.1 Credit for Courses in Music
[assessment of their acceptability for B.A. students]

5.2 B.A. (Special) and B.A. (Canadian Studies) Certificates
[review of the policy bearing on the Calendar statement "This option is not open to degree holders from other universities."]

The Executive's concerns of October 26 having been satisfied as a result of the investigation conducted by the Curriculum Committee, this item will now disappear from the agenda.

6. Election Procedures Committee

6.1 Proposed Changes in Procedures Governing Student Representation
The Report was received for information by the Executive, having been given a place on the agenda for Council's meeting of March 4.

6.2 Proposed Changes in Procedures Governing Membership on the Executive Committee [ref. item 7, 13/12/73, continuing review of Professor Meekison's memo of Dec. 6/73]

Members had before them the following recommendation from the Election Procedures Committee:

> Nominations for membership on the Executive Committee should be solicited from amongst those departments who do not have any members on the committee. (We realize that departments themselves are not represented on the Executive Committee but it is doubtful that the Executive Committee would have more than one person from a single department.) Nominations could be made at the time that departments nominate their members to Executive Council. After the nominations were received, ballots could be distributed to the faculty, as is now done for election to the tenure panel. The principle of nominations coming from non-represented departments is currently used for obtaining a slate of candidates for G.F.C. This recommendation is merely an extension of that practice.

The Executive's reaction to the proposed procedural changes having been summarized by Dean Baldwin in a memo to Professor Meekison dated February 28, 1974, a copy of this memo is attached to the Minutes.

7. Admissions and Transferability

   7.1 Curriculum Committee Report
   7.2 Admissions and Matriculation Requirements Committee Report

   The Reports were received for information by the Executive, having been given a place on the agenda for Council's meeting of March 4. On behalf of the Executive, Dean Baldwin will endeavour to isolate from these submissions some additional fundamental principles for Council to consider.

8. A.P.A.C. Report: Analysis & Referrals

   Deferred.

9. Other Business: Arts Faculty Tenure Committee

   Dean Baldwin reported that by means of a faculty-wide ballot, Professor K. D. Prithipaul was elected to serve on the Faculty panel [two-year term].

10. Adjournment

    By general consent the meeting was adjourned at 4:15 p.m.

Chairman.

TO: Dr. J. Peter Meekison, Chairman
Election Procedures Committee

February 28, 1974

FROM: Dean of Arts

The Executive Committee on February 27, 1974 continued its discussion of your submission of December 6, 1973 concerning a number of issues that I had referred to you for consideration.

The recommendation of your Committee that nominations for membership on the Executive Committee of the Faculty should be solicited from amongst departments who do not have any members on the Committee raised a number of questions that we ask you to consider.

1. The Executive asks whether you could say why the existing procedure for establishing a slate ought to be changed.

2. It is not clear to the Executive who is to do the soliciting.

3. Is it intended that participants in the nominating be from departments who have not had members on the Committee or who will not have members on the Committee in the coming year unless someone new is elected? The question here of course has to do with whether or not a department can, in your view, succeed itself on the Executive Committee.

4. Is it intended that the process by which departments name representatives to the nominating committee (if that is what is meant by the soliciting body) should be legislated? If not, can there not be some of the same objections to this procedure as, presumably, have been recorded to the existing procedure (as for example that only people acceptable to the Chairman are likely to be nominated)?

5. Is your Committee not concerned that the procedure proposed will produce a haphazard rather than designed slate?

6. Is it intended that in the process of nominating, a departmental representative is restricted to nominating staff from his own department?

7. Is the procedure you propose not likely to produce a very large number of names? Or is it your idea that the group of departmental representatives would meet together to devise a slate rather than simply to toss names from their own departments into a pool?

8. Is it not at least possible that the existing procedure is a good one by virtue of the fact that all departments are represented among the group of Chairmen but that no department has more than one vote?

Although this is a busy time, the Executive would very much appreciate receiving your answers in time for it to give your proposals, changed or unchanged, a place on Council's April agenda, so that the slate itself can be approved by Council at its May meeting.

EXECUTIVE COMMITTEE

Minutes of Meeting of April 10, 1974

1:30 - 4:30 p.m.

PRESENT: R.G. Baldwin (Chairman), F.F. Bueckert, W. Eastman, R.R. Hett, M.W. MacKenzie, J.O. Orrell, T.D. Paton.

ABSENT: W.P. Ferguson, S.E. Simonson, D.E. Young.

1. Agenda Changes
   Addition: Item 17. Centralized Control of Audio-Visual Equipment
   Deletion: Item 3.3 Student Petition: Helm (petition withdrawn)

2. Minutes of Meeting of February 27, 1974
   The Minutes were declared approved as circulated.

3. Residence Requirements, and
4. Deceleration

[These items were listed separately on the agenda; however, the residence question having implications for deceleration, the Executive elected to deal with them simultaneously.]

Background:

a) G.F.C. at a special meeting on March 18, 1974 to debate the Student Stress Report, resolved "that General Faculties Council ask non-quota Faculties to consider allowing maximum flexibility in adjusting the number of courses taken in a given year in order to accommodate personal situations." [Present Faculty practice is based on the March 1964 recommendations of the Baldwin Committee on Five Course Restrictions.]

b) G.F.C. at a meeting of February 18, 1974, in debating the Senate Task Force Resolutions on University Entrance Requirements, resolved "that a study should be immediately started to investigate the possibility of elimination of the residence requirements for all students at the University." A G.F.C. subcommittee is therefore at work on the residence question, and, in the course of its deliberations, will no doubt seek Faculty views.

c) The A.P.A.C. in its Report No. 1, which was accepted by the Faculty on December 3, 1973, raised questions about residence [I.B.3.(d); and 5, "Comment" 2.(iii); II.C.2.(d)], and recommended that the regulations governing acceleration and deceleration be reviewed from time to time [II.C.2(e)].

d) The Executive itself has experienced some difficulty in establishing guidelines for the handling of petitions from students who seek permission to do their final year elsewhere, in part or in whole.

By general consent, the Executive decided to refer to the Curriculum Committee for study and report the issues of "deceleration" (including such implications as eligibility for prizes, degrees awarded "with distinction," etc.), and "residence" (including the total number of courses required for the B.A. (General) and B.A. (Special) degrees, and such implications as level of courses, area of concentration, etc.).

5. Student Petitions / Appeal

5.1 Petition to be allowed degree credit, in the final year of the B.A. (General) program, for a course taken at the University of Calgary: Linda Darlene Earl

Ms. Earl enrolled in the B.A. (General) program in the fall of 1969 and by the end of the 1970-71 session had completed ten courses towards her degree. In 1972-73 she registered in five Drama courses at the University of Calgary, subsequently receiving degree credit for two of these courses (the Student Program Office having authority to handle requests for Visiting Student status in the final year up to and including two courses to be taken elsewhere, provided all other courses have been taken at the U. of A.). In March 1974 Ms. Earl submitted a petition to be allowed degree credit for one more course taken at the University of Calgary: Drama 368, on the assurance that she would complete the [then] remaining two courses of her program during the 1974 Summer Session at the U. of A. Ms. Earl's petition was based on financial grounds (she is under contract to a children's theatre company in Calgary until the end of June), and the time element (i.e., her desire to obtain her B.A. by the fall of this year, so that she might be free to travel to England for concentrated studies in the area of Developmental Drama).

In reviewing Ms. Earl's record, reference was made to the number of courses in an area of concentration taken elsewhere (three out of four Drama courses). Because the latter line of thinking was not a factor in consideration of previous petitions and the issue is in any event subject to study and report by the Curriculum Committee [ref. items 3. & 4. above], it was agreed that decisions should continue to be based primarily on the degree of hardship demonstrated by a student.

On a motion by Professor Orrell,

Petition granted.

5.2 Petition for permission to take the final course in the B.A. (General) program as a Visiting Student at the University of Saskatchewan: Rosalyn Greenough

Ms. Greenough was admitted to the Faculty in September 1973 with nine advance credits from the University of Saskatchewan. Currently registered in 5½ courses, she is lacking a full-year Science course to complete degree requirements (i.e., on graduation, Ms. Greenough will have one half-course additional to the degree). Ms. Greenough petitioned for permission to take the Science course at the University of Saskatchewan, citing both domestic and financial grounds.

By general consent,

Petition granted.

5.3 Appeal against denial of request to withdraw from a course after the Faculty's deadline for withdrawal: Irving D. Laskin

Mr. Laskin was admitted to the Faculty in January 1974 with five advance credits from the University of Manitoba. On March 28 he applied to the Student Program Office for withdrawal from one of the five half-courses in which he was registered: Geography 230. The application was denied, on the ground that it had been made after the Faculty's March 8th deadline for withdrawal.

In his appeal Mr. Laskin stated that, having consulted with the Registrar's Office in February, he was advised to continue to strive for credit in Geography 230 but that, in the event that he decided to withdraw from the course, two possibilities were open to him: i) if Mr. Laskin formally withdrew prior to the deadline, no record of Geography 230 would appear on his transcript; ii) if he withdrew after the deadline, the course would appear on his transcript with the simple notation "W."

Mindful of the proviso that "a student is responsible for the completeness and accuracy of his registration," the Executive nonetheless concluded, following a check with the Registrar's Office, that there was indeed some ambiguity in the information Mr. Laskin received.

On a motion by Professor Hett,

Appeal upheld.

6. Fourth-year Failures [ref. item 3.1, A.F.C. 15/5/73]

Arising from a suggestion at the May 1973 meeting of Council that an omnibus motion be designed for Council's approval so that the Faculty would have an automatic procedure for handling students who fail their fourth year but are eligible for a B.A. (General) degree, the Executive resolved:

> THAT in instances of failure (Category C in standing) in the fourth year of the B.A. (Special) and the Canadian Studies programs a choice of either i) receiving the B.A. (General) degree on the basis of successfully completed courses; or ii) accepting the "requirement to withdraw," with the future option for application for readmission to the Faculty as a probationary student in order to complete the B.A. (Special) program, remain the prerogative of the student.

7. Admission Requirement: Language other than English [ref. item 3.2, 23/1/74]

Members had before them

a) The response of the Admissions and Matriculation Committee (memo dated March 4 from Prof. D. Bessai) to the question of admission policy arising out of the petition of Mrs. Kathleen Garrison: ". . . . The Committee believes that the Faculty must protect the second language requirement as one basic to its conception of a liberal arts degree . . . . any applicant who does not conform to our standard requirement of a language other than English studied in the last three years of high school [X, XI & XII], or its equivalent, should be required to take the placement test with the relevant department."

b) A memo dated April 2 from Professor W.A. Blanchard, Associate Dean, Student Programs, in which he drew attention to the difficulties encountered by the Student Program Office in administering Faculty regulations, and the consequent need for fairly secure guidelines.

The Executive concluded that, where there is uncertainty about a student's qualifications, the Faculty should continue to require placement tests, including tests administered by the departments concerned. While members were fully sympathetic to the problems facing the SPO, it was nevertheless suggested that, in cases such as Mrs. Garrison's, a less categorical approach be adopted: rather than asserting that the Faculty rejects IX, X and XI as the equivalent of our matriculation, the SPO could state that we normally require X, XI and XII, and that in the absence of the latter sequence the only means of assessment available to us is the CEEB or a departmental test.

8. Curriculum Committee Report re: the "B.A. after . . ."
The Report was received for information by the Executive, having been given a place on the agenda for Council's meeting of May 14.

9. Review of The Universities Act [ref. item 8, AEC 4/3/74]
Dean Baldwin reported for information that the following bodies are studying the Act with a view to September submissions:

a) Board of Governors Legislation Committee, consisting of representatives of the Board, GFC, AASUA, NASA, Students' Union, and GSA. The first report of this Committee will be given wide circulation for comment and discussion. The Board has named Associate Vice-President (Academic) Dr. Willard Allen as liaison officer with the DAE in its review of legislation.

b) The AASUA Council has instructed its University Government Committee to undertake a comprehensive review of The Universities Act and prepare recommendations for its consideration, this in addition to participating in the Board joint committee and in a review being undertaken by the Government Relations Committee of the Confederation of Alberta Faculty Associations.

c) The Senate has established a subcommittee to study The Universities Act.

10. Rescheduling of Final Examinations

[Members had before them a copy of a procedural memo issued to all Department Chairmen re: final examinations, a copy of which is attached to the official Minutes]

Dean Baldwin reported that, acting on behalf of the Executive, he had dealt with three requests for rescheduling of final examinations. The Executive concurred in this action; and recommended that the Dean's procedural memo be reissued next fall, so that departments would be alerted well in advance of the Christmas examinations, and further, that there be an addendum to cover situations where an examination takes a special form (say, for example, a practical project or an oral) and cannot therefore be given during examination weeks - that in such cases the instructor be warned against trespassing on other people's classtime, particularly in the last week.

11. Elections to G.F.C.

Dean Baldwin reported for information that as a result of the recent Faculty ballot the following were elected to serve on G.F.C.:

Three-year terms, commencing July 1, 1974
F. C. Engelmann, Political Science
C. T. Peacocke, Drama
B. G. Rule, Psychology
R. Silvester, Art and Design

One-year terms, commencing July 1, 1974
D. A. Jackel, English
G. Nettler, Sociology.

12. Contingency Plan re: Examination Emergencies

The Executive recommended that the following procedures be followed in the event that an examination is disrupted by evacuation of a building:

a) In the event that evacuation becomes necessary during an examination,

    i) students will be told by Campus Security (the use of megaphones and/or sound trucks was recommended to facilitate communication) that the examination is null and void, that they can disperse, and that they will be told as soon as possible how the situation will be handled by the Faculty;

    ii) instructors will be asked to compute a final grade on the basis of term, class performance etc.; when marks are announced, students will be permitted to take the final grade arrived at in this fashion or write a deferred final at the usual time in the Fall.

b) In the event that there is an occurrence before an examination is begun, Campus Security will tell all concerned (as far as possible) to stay nearby until it is determined whether they can be readmitted to begin their examinations on time or up to one half hour after the scheduled time. [In the event that the instructor and/or any students do not return to the classroom, the procedure outlined under a) ii) above will come into play]

Dean Baldwin will write to Department Chairmen advising them, in confidence, of this contingency plan.

13. Election Procedures Committee Recommendations
Deferred (members were asked to retain the summary of recommendations, which was prepared by Dean Baldwin).

14. Committee Replacements
14.1 Academic Standing Committee
The following were nominated by the Executive to replace Professors L. E. Larson (Chairman) and J. Moore, who are going on leave:

A. A. Carlson, Philosophy
D. J. Hall, History
R. C. Smith, Classics (continuing member, nominated to serve as Committee Chairman).

14.2 Discussion of Remaining Committee Replacements
Deferred.

15. A.P.A.C. Referrals to Committee
Items 8. and 17. of an 18-point summary prepared by Dean Baldwin having been referred to the Curriculum Committee [ref. items 3. & 4. above], discussion of the remaining referrals was deferred.

16. G.F.C. Motion re: "Unnecessary Rules"
A resolution recently passed by G.F.C. was received for information, it being noted that the recommended procedure is a continuing one within the Faculty but that it might nevertheless profitably be referred to Standing Committees:

> THAT General Faculties Council asks Faculties to review at Faculty level all academic regulations with a view to eliminating unnecessary rules and clearly spelling out the existing ones.

17. Agenda for Arts Faculty Council Meeting of May 14
It was agreed that the agenda include:
Academic Standing Committee Report (Spring Graduands)
Course and Calendar Change Committee Report
Curriculum Committee Report: the "B.A. after . . ."
Executive Committee Report
Honors Committee Report

18. G.P.A.'s for Promotion and Graduation for Students Registered in Honors Programs prior to 1973-74
Dean Baldwin reported for information that in light of a resolution passed by the Honors Committee at its meeting of March 22 (THAT the G.P.A. that existed at the time of entry into the Honors Program govern the graduation requirements), he had ruled "that the departmental G.P.A.'s in force, both for promotion and class of Honors, during 1972-73 shall govern throughout his Honors career any student admitted in 1972-73, but that Faculty G.P.A.'s (unless of course

exceeded by departmental G.P.A.'s) shall prevail in the case of students admitted since that year."

19. Centralized Control of Audio-Visual Equipment
Members had before them a memo dated April 5 from Professor M. W. MacKenzie re: discussion at a recent meeting of the G.F.C. Radio and Television Committee: ". . . . the Chairman, Dr. Allen, asked that some discussion of the advisability of such centralization be discussed by our Council. The point was made that departments are inclined to want such equipment for their own exclusive use, and to have it available for that use all day, every day, while in practice the equipment is frequently not used anything like that extensively." As a point of clarification it was noted that concern is centred primarily on facilities (as opposed to small pieces of equipment). Because the matter is now subject to further debate in the G.F.C. Committee the Executive decided to postpone discussion; in the meantime, a request will be made to the Assistant to the Dean, Mr. P. A. Robison, to undertake an assessment of the Faculty's technical resources.

20. Adjournment
By general consent, the meeting was adjourned at 4:30 p.m.

Chairman.

APPENDIX.

TO: Arts Chairmen

March 28, 1974

FROM: Dean of Arts

Final Examinations

The Calendar states that, where there is a final examination in a course, it will be held at the end of the Session (16.2.2-1). Students are alerted to the schedule of examinations in the Registration Procedures given them at the beginning of the year. The Examination Timetable specifies times and places.

No instructor or department is authorized to reschedule examinations. Only Faculty Council (i.e. Arts Executive Committee) has the authority to permit departures from the schedule (GFC Policy Manual, p. 161).

Inflexibility in regard to examination re-scheduling is deliberate, GFC having decided that only by adhering to a timetable specifying examinations after the end of all classes can in-course time be protected and the rights of students and instructors in other courses be respected.

In practice, therefore, changes are not approved under any circumstances other than the most urgent and compelling. Where instructors reschedule examinations without permission, they will be viewed by this office as having acted irresponsibly in the conduct of their classes.

Under special circumstances Chairmen have sometimes approved for individual students (on instructor recommendation) an examination time different from that scheduled for the class as a whole. The preferred practice here is the use of deferred finals, but our office has no wish to become involved in approving or disapproving arrangements of this sort that have been entered into by Chairmen for good reason. We take the view that such cases involve special examinations rather than the re-scheduling at issue.

cc: Associate Deans

EXECUTIVE COMMITTEE

Minutes of Meeting of April 30, 1974

1:30 - 4:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell, D. E. Young.

1. Agenda Additions

   Item 2.3 Student Appeal: Arnold James Walter
   Item 8 Banff School of Fine Arts: Art and Design Courses
   Item 9 Constraints on "Special Topics" Courses

2. Minutes of Meeting of April 10, 1974

   The Minutes were approved as circulated.

3. Student Petitions / Appeal

   3.1 Petition for permission to do a third course elsewhere in the final year of the B.A. (General) program: Theresa Ann Hagel

   Mrs. Hagel was admitted to the Faculty in 1968, with four advance credits from the University of Calgary. During the 1970-71 session she married and moved to Calgary, having completed twelve of the required fifteen courses. In 1972 Mrs. Hagel received permission from the Student Program Office to take two courses as a Visiting Student at the University of Calgary, but did not proceed with her studies at that time. Now scheduled to take two courses at the U. of C. during the 1974 Spring Session (the SPO having reaffirmed its previous authorization), Mrs. Hagel petitioned for acceptance of a course she is in the process of completing at Mount Royal College (where she is employed). The petition was based on domestic and financial grounds. The Executive noted that the course would be applied against Mrs. Hagel's first year (i.e., it would not be computed in the final year average).

   On a motion by Professor Orrell,

   Petition granted
   (provided that the course is acceptable for the degree).

   3.2 Petition for permission to take the remaining $5\frac{1}{2}$ courses in the B.A. (General) program as a Visiting Student elsewhere: Janine Wynne LaBranche

   Miss LaBranche based her request on domestic grounds: her forthcoming marriage at the end of August and subsequent move to Vancouver, where her [then] husband will be working. She added that, because she was desirous of completing her degree in one year, she did not wish to transfer into the four-year program at either U.B.C. or Simon Fraser University (where two years would be required for completion). The Executive could not recall ever having granted a petition for Visiting Student status in excess of five courses (more than the whole of the final residence year), and, in any event, members were of the opinion that Miss LaBranche should be required to complete as many courses as possible prior to her departure for B.C.

It was moved by Professor Orrell,

> THAT the petition be denied, but that we inform Miss LaBranche that if she can arrange to do 1½ courses in Spring and/or Summer Session (and we would ask the Program Office to facilitate registration if she reacts promptly and immediately), we would then approve the residual study elsewhere.

Motion carried
(petition for 5½ courses denied, with the proviso for 4 courses as outlined above).

3.3 Appeal to be granted degree credit for a senior-level correspondence course: Arnold James Walter

Mr. Walter, who is a Corporal in the R.C.M.P., was admitted to the Faculty in 1967. Having completed one course (E.C.P.), Mr. Walter was posted to Athabasca, Alberta, where he arranged to take a junior-level correspondence course in Sociology offered by the University of Saskatchewan, for which he received degree credit. Mr. Walter then completed two additional half-term Sociology correspondence courses, at the senior level (these U. of S. courses--Criminology & Penology--having a direct bearing on his career), and requested degree credit. The request was denied by the Student Program Office, in line with the Faculty's application of a University regulation which in effect restricts extra-mural credits to the first year of the program. In considering the appeal, some members were opposed to granting degree credit for a correspondence course other than that at the junior level; however, a majority recommended that an exception be made, in light of the extenuating circumstances: the fact that Mr. Walter, a career member of the R.C.M.P., is moving from place to place and having a very difficult time in building his credits.

Appeal upheld
(the Executive recommending that Mr. Walter be urged to complete his remaining first year requirements as soon as possible).

4. East Asian Studies Report

Dean Baldwin reported that a preliminary submission about expansion in East Asian studies will be recast by the *ad hoc* committee before submission to Council in the Fall.

5. Academic Principles and Aims Committee: Report No. 2

[The Report was distributed in advance of the meeting; a copy is attached to the official Minutes of the A.P.A.C.]

Members of the Executive voiced misgivings about presenting the report to Council on May 14, as recommended by the A.P.A.C., on the grounds

a) that the May 14th agenda--which includes, among others, the reports of the Academic Standing Committee and the Course and Calendar Change

Committee--would not afford sufficient time for a meaningful discussion of this omnibus report;

b) that there were a number of points of ambiguity which should be clarified before the report goes to Council (e.g., the specific intent of the examination which is proposed in Section A--one-time diagnosis, screening on a continuing basis, both of these--one now, the other later).

It was decided to recommend to the Chairman of the A.P.A.C., Professor Buck,

i) that (on the premise that it would be preferable to raise each issue separately in Council) Section B of the report, "Some knowledge of Humanities, Fine Arts, Social Sciences and Natural Sciences," be given a place on the May 14th agenda (with adjustments to the text as required);

ii) that Section A, "Proficiency in communication in English," be revised by the A.P.A.C. so as to clarify what precisely is intended;

iii) that Section C, "Service function of the Faculty," be deferred, pending the outcome of Council's debate on Section B.

6. Curriculum Committee: Freshman Courses

Members had before them a memo dated February 20 from the Chairman of the Curriculum Committee, Professor Orrell:

> The Curriculum Committee discussed the constitution of the first year of the B.A. programmes in the light of the recent increase in the number of half-year freshman courses. We had before us the report of the Faculty Committee on Half-Year Courses, which recommended (p.2) that, with certain qualifications, "students should be allowed to enroll in as many as ten different 'subjects'".
>
> We concluded by agreeing to the following recommendation:
>
> > THAT within the constraints of the requirements of the present programme for the B.A. (General) and B.A. (Special) degrees we recommend that students be permitted to offer not more than one full course or two half-courses in any subject in the freshman year.
> >
> > [Note: This flexibility is also extended to the lab. science requirement.]

The recommendation was received for consideration by Council, the Executive noting that the force of the resolution would be to require a student to take at least five different subjects in his first year (the present regulation) and allow up to nine (change in regulation).

7. Election Procedures Committee Recommendations

Deferred.

8. Committee / Council Memberships

8.1 Canadian Studies Committee [ref. item 4.1, 23/1/74]
Professor R. G. Motut has agreed to serve as Chairman of the Canadian Studies Committee, for an undefined term.

8.2 Religious Studies Committee [ref. item 6.7, 9/7/73]
Professor W. D. Gainer, having been asked to convene a special meeting of this Committee for the purpose of selecting a chairman, was himself elected.

8.3 Executive Committee
Dean Baldwin reported that the Committee of Department Chairmen, as has been the practice in the past, nominated for election to the Executive Committee Professors R. d'Alquen, H. A. Hargreaves and G. Nettler, as replacements for Professors MacKenzie, Orrell and Young. The slate (split between the Humanities and Social Sciences) will be presented to Council on May 14, at which time nominations from the floor will be received. If any are forthcoming and the election must be contested, the Executive decided that there will be a mail ballot. At the close of the discussion, Dean Baldwin thanked the three retiring members for their service to the Committee.

8.4 Executive Council: Student Representation
Having implemented the legislation adopted by Council on March 4, 1974 (THAT student elections be held in the spring, with a July 1-June 30 term), eight departments were successful in electing students to serve on Executive Council for the 1974-75 session:

Department	Student Member	Alternate
Art & Design	Marian Barker Dean Reeves	Richard Ducommun Allene Edwards
Classics	Marla Miller	Margaret Miller
Comparative Literature	Dennis Fafard	-
English	Siobhan Ann Hanley Heide Marie Holst	-
Music	Elaine Dobek John Van Praag	Coleen Goodrich
Religious Studies	Guy Milner	-
Slavic Languages	Peter San Filippo	-
Sociology	June Sagan	-

The names were received by the Executive, and will be presented to Council on May 14.

8.5 Discussion of remaining Committee Replacements
Deferred (the Executive having tentatively considered various candidates for the role of Chairman of the Curriculum Committee).

9. Banff School of Fine Arts: Art and Design Courses [ref. item 10, 1/5/73]
Arising from the joint recommendations of the Department of Art and Design and the Curriculum Committee, the Executive resolved:

> THAT for 1974 only, the six-week painting course (at the intermediate or senior level) at Banff be accepted for credit as the equivalent of Art 313 for B.F.A., B.A. (Special) and B.A. (Honors) students whose principal area of concentration is Art. Any such students intending to register in the course with a view to seeking credit for Art 313 must obtain approval in advance from the Department of Art and Design. Completion of the course at the Banff Centre will not, of itself, guarantee credit for Art 313. To receive credit the student must submit a transcript showing a satisfactory grade, together with a portfolio of the course work which will be assessed by the Department of Art and Design.

The resolution will be offered for Council's ratification on May 14.

10. Constraints on "Special Topics" Courses
Arising from concern that there may not be a clear understanding in the Faculty about the legitimate scope of "Special Topics" courses, it was agreed that the Course and Calendar Change Committee be asked to formulate, if possible, the assumptions Council is making when it approves such courses, or indeed what assumptions the Calendar Committee itself makes (is there, for example, the assumption that these courses must be in some rational way related to the existing offerings of a department?). It was also recommended that the Course and Calendar Change Committee be asked to address itself to its own role and function [ref. item 6, 27/3/73].

11. A.P.A.C. Referrals to Committee
Deferred.

12. Adjournment
By general consent the meeting was adjourned at 4:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of May 24, 1974

10:00 a.m. - 12:00 Noon

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell.

1. Minutes of Meeting of April 30, 1974
The Minutes were declared approved as circulated.

2. Graduands [ref. item 3, AFC 14/5/74]
On the recommendation of the Committee on Academic Standing, and with authority delegated by Council, the Executive Committee approved the following additions to the list of graduands:

Recommended for the B.A. (General) Degree with Distinction

SWART, Robert

Recommended for the B.A. (General) Degree

PEEL, Wilma
WEBBER, David John

Recommended for the B.A. (Special) Degree

MIAZGA, Joanna Lorraine

One name was struck from the list of graduands (the student having failed to complete all the courses required for the B.F.A. degree):

LESLIE, Laura Jean.

3. Student Petitions / Appeal

3.1 Petition for permission to take the remaining 4½ courses in the B.A. (General) program as a Visiting Student at U.B.C.: Janine LaBranche
Miss LaBranche's original petition for permission to take 5½ courses elsewhere was denied, with the proviso that if she could arrange to do 1½ courses in Spring and/or Summer Session at the U. of A. the residual study elsewhere would be approved [ref. item 3.2, 30/4/74]. Miss LaBranche, who was working in Yellowknife when the decision reached her, returned immediately to Edmonton and registered for one full Science course in the Spring Session. In light of that commitment she then petitioned for permission to complete a total of 4½ courses as a Visiting Student at U.B.C. In making the petition, Miss LaBranche reported a change in her domestic situation: "Our wedding has been moved up to the beginning of July. We are moving to B.C. immediately after as my husband must begin his job."

It was moved by Professor MacKenzie,

> THAT Miss LaBranche's petition be granted, subject to
> a) successful completion of the Science course, and
> b) the courses yet to be taken at U.B.C. meeting the requirements of her degree program at the U. of A.

Motion carried.

3.2 Petition on behalf of Robert Grant Hamilton

Mr. Hamilton, who is suffering from multiple sclerosis, entered the B.A. (General) program in 1955 under the old patterns system, which required fifteen courses with six second-class standings (grades of 65% or better). He attended the U. of A. intermittently between 1955 and 1965 and at the end of that period had successfully completed nineteen courses, but was still lacking two "seconds." The Vocational Rehabilitation Branch of the Department of Advanced Education recently approved financial support to enable Mr. Hamilton to pursue his degree, which, under the terms of a 1965 ruling of the Committee on Academic Standing, must be completed under the old patterns system. Mr. Hamilton would thereby have to take a complete load of five full courses in a single academic year and attain passing grades in all of them, with grades of at least 6 in two of those five courses. On the ground that such a load would be excessively demanding in this particular case, the Student Program Office petitioned that Mr. Hamilton be permitted to try for the two "seconds" by taking just two senior level courses (rather than a full-year five-course load). In reviewing the petition, the Executive took note of Mr. Hamilton's illness and financial situation, plus the fact that he has already completed nineteen courses and has satisfied the primary and secondary areas of concentration. Under the circumstances, Professor Bueckert suggested that the Executive give favorable consideration to a waiver of the remaining degree requirements. Professor Bueckert then moved,

> THAT should Mr. Hamilton apply for his degree at this time, he be added to the list of graduands forthwith.

At this point in the discussion, Professor W. A. Blanchard, Associate Dean, Student Programs, was invited to join the meeting. Professor Blanchard raised no objection to the motion, nor did he feel that a similar situation was likely to arise in the future.

Motion carried.

3.3 Petition for aegrotat standing: Clarence R. Noren

Mr. Noren transferred from the Faculty of Science to the Faculty of Arts in December 1973, with twelve advance credits and two matriculation deficiencies (one of which may be taken for degree credit). As a result of an automobile accident Mr. Noren spent the past month in hospital, and was unable to take his final examinations in the following courses: Anthropology 392, Economics 201/202, English 275, Sociology 323. He petitioned for aegrotat standing in those courses, the petition being endorsed by the course instructors and the Committee on Academic Standing.

On a motion by Professor MacKenzie,

Petition granted.

3.4 Appeal to be awarded the B.A. (General) Degree "with Distinction": Glyn James Westcott

Mr. Westcott was admitted to the B.A. (General) program in April 1973, with two years' standing for his work at Nottingham Regional College of Technology (courses taken in preparation for an external degree at the University of London). [Mr. Westcott had studied at Nottingham for three years and was successful in his first and second year examinations (obtaining a marginal pass in a number of subjects), but failed his final examination.] In May 1974, having reviewed Mr. Westcott's academic record--both at the U. of A. and at Nottingham--the Committee on Academic Standing ruled that he was qualified to receive the B.A. (General) degree, but that he did not merit the awarding of that degree "with Distinction," in view of our requirement of a 7.5 average over the last 10 courses. Mr. Westcott appealed the decision, requesting that "fuller consideration" be given to the improvement in his performance during his year in residence at the U. of A.

On a motion by Professor Orrell,

Appeal denied.

4. Committee on Academic Standing: Jurisdictional Issue

The Committee on Academic Standing, having examined the recommendations of a department with a four-year program, was very much concerned about the recommendations regarding promotion of students in the third year. Its concern was that equity did not appear to be served: that shifting standards--and therefore standards which may not be known to the students in advance--are being applied, and further, that those standards (which are independent of the grade point system) are being applied at an upper level and to students who have met the technical G.P.A. requirement. The Committee was not disposed to put its stamp of approval on the departmental recommendations in a certain number of cases, but was uncertain as to its role (i.e. authority) in the matter.

In considering the issue, the Executive reviewed the terms of reference of the Committee on Academic Standing [ref. item 3, AFC 3/2/64]:

> The function of the Committee is to maintain, supervise, and amend when necessary, the rules governing decisions concerning the academic standing of individual students....The Committee shall deal* with such cases in the non-graduating years as the Dean's office may wish to bring before it, and with the cases of all students who are being asked to withdraw for academic reasons....
>
> *The record of the discussion at the 1964 meeting implies that "power" was vested in the Committee.

The Executive concluded:

> THAT the terms of reference of the Committee on Academic Standing are such that it has the responsibility on behalf of the Faculty for passing judgment on the recommendations of the department concerned regarding promotion;
>
> THEREFORE, it can if it sees fit, and after full consultation has taken place, refuse to accept the recommendations, but if that is its course of action, the Executive asks that the Committee hold up notifying the students until the department itself can be informed of the Committee's

intentions, so that the department can if it wishes appeal to the Executive Committee (acting for Council) against the decision of the C.A.S.;

ALTERNATIVELY, if the Committee wishes, and this the Executive sees as consistent with its terms of reference, it can as part of a procedural sequence receive and approve the recommendations of the department, but request that the Student Program Office in its notification to the students inform them that they have certain rights of appeal, and that indeed there may be grounds for appeal in the eyes of the Committee. If the students appeal, the C.A.S. can have some input.

The Chairman of the Academic Standing Committee will be so advised.

5. Curriculum Committee Chairman
By general consent it was agreed that Professor G. Dacks (Political Science) be invited to chair the Curriculum Committee (replacing Professor J. O. Orrell, who is going on leave).

6. Adjournment
By general consent the meeting was adjourned at 12:00 noon.

Chairman.

EXECUTIVE COMMITTEE
Minutes of Meeting of June 26, 1974
9:30 a.m. - 12:45 p.m.
2:30 - 4:45 p.m.

PRESENT: R. G. Baldwin, Chairman
W. Eastman
M. W. MacKenzie
J. O. Orrell
P. A. Robberecht*

*The Executive met as an appeal body on this occasion, Professor Robberecht's attendance having been authorized by means of legislation passed by Council on May 15, 1973 [item 6, AFC Minutes].

The decisions of the Appeal Body are recorded in a memo dated June 28, 1974 from Dean Baldwin to the Chairman of the Drama Department [copy attached].

Chairman.

TO: Professor T. Peacocke, Chairman,
Department of Drama

June 28, 1974

FROM: Dean of Arts

On Wednesday, June 26, 1974, the Academic Appeals Committee of the Faculty of Arts upheld the appeals of the following students against being required to withdraw from the B.F.A. program in Drama: Erica L. Cooper (Kohlmier), Connie I. Kaldor, and Marianne P. N. Ohama. The Committee denied the appeals of Janice Greene (second year) and Henry Michael Bolzon (first year).

All three successful appellants argued that, having earned grade point averages in excess of the minimum established by the department for promotion and having received encouragement and praise from their instructors in the course of the year under review, they could not in equity now be required to withdraw. The students likewise protested that their year-end interviews and assessments gave them no reason to believe that they had failed to measure up to the standard required for promotion. Erica Cooper, the only student in a position to appear in person, advanced the additional argument that, although she knew that there had been required withdrawals in the past, her assumption was that these had to do with grades; and in this connection she asserted that when she came in 1970 she was told in her first year by Professor Thomas Peacocke that the required grade point average would be sufficient for promotion. She asserted that she believed that the Christmas and year-end assessments were in effect verbal renditions of the grades that had been assigned; and that, taken as a collectivity, these would be decisive. She claimed, by way of conclusion, that when she came, there was in force a contract different from any now said to be existing - that is, that either a 5.5 GPA or the recommendation of the department would suffice throughout. Miss Kaldor was represented by Mr. Tanner, the Arts representative on GFC. He had had discussions with students Cooper, Ohama and Kaldor. In any technical sense he could only be said to be speaking for Miss Kaldor, but, where the Committee found his testimony convincing, it tended to apply it to Miss Ohama's case also. Mr. Tanner on Miss Kaldor's behalf did not assert that she was ignorant of there being a departmental recommendation involved in promotion, but he did say that it was the understanding of Miss Kaldor and Miss Ohama that even where a positive departmental recommendation was not forthcoming, a student would have the option of continuing if he had earned the required grade point average. In this connection Mr. Tanner cited the case of Mr. Robert Bainborough, who in 1972 was in fact given such an option on the instructions of the Associate Dean (Student Programs), who, in consultation with the Committee on Academic Standing, had decided that the choice whether or not to continue had to be Mr. Bainborough's. Mr. Tanner said that although the students did not know the mechanism of appeal involved in the Bainborough case, the treatment that he had received was part of their conception of how promotion was dealt with.

Although the Appeals Committee was concerned at the possible effect on the student's plans of his being led to believe during the final interview that his future in the department was secure only to discover some two or three weeks later that he was being required to withdraw, and although it deplores the subjecting of students to what is considered unnecessary intensification of disappointment through the shock of reversal, it nevertheless did not uphold the three appeals on this particular ground. Likewise, although the Committee believes that a student has a right to know what is expected of him in the course of a given year and, where the nature of the program is such that assessments can be made available, how he is measuring up, and although the Committee became convinced that the department would be well advised to find some less ambiguous means of indicating to the student how he is doing than the currently employed near-lyrical assessments, it did not find for the appellants on the basis of this argument.

The Committee found for the students, finally, on the grounds that reasonable doubt exists that these students in the third year would necessarily have known that a departmental recommendation was overriding and very nearly all-important.

In the Committee's view, although finding for the students on this particular ground by no means exhausts the considerations that determined its decision, the problem here was no mere technicality. The fact is that the 1970/71 calendar statement governing the program when Mrs. Cooper came into it contains no reference to promotion standards at all; and the 1971/72 statement governing the program when Miss Ohama and Miss Kaldor came into the program could be interpreted as meaning that a 5.5 average would produce the necessary recommendation (and in fact of course it was precisely this ambiguity that led the department to rewrite the statement, because the Faculty office was acting on it to make such decisions as it did in the Bainborough case). Where students claim a certain understanding touching on the fundamental ground rules governing the program they have entered, and where there is no documentation to suggest illegitimacy for their claim, their claim must surely be respected. It is conceivable that the grandfather principle would have operated in the case of these students, since they were already in the program when changes were made, whether or not they had been notified of the changes. However, that particular issue does not need to be debated, because in this case there is no evidence that explicit and unambiguous notice was given to these students that the rules governing their program had been changed. The fact is that the Committee does not believe that even the existing statement, for students in a University where marks are very nearly everything - and for students not trained in calendar reading - suffices to throw into relief the importance of the departmental recommendation.

The Committee, having recognized the possibility of reasonable doubt, in other words taking the position that for Mrs. Cooper the 1970/71 calendar was still in force, and for Miss Ohama and Miss Kaldor the 1971/72 calendar, decided to view these students as they would have been viewed in 1971/72; namely, to recognize, as was recognized at that time, a role for the Committee on Academic Standing. The CAS recommended the continuance of these three students in the program, and the Appeals body concurred.

The Appeals Committee rejected the appeals of Miss Greene and Mr. Bolzon because there was, in the opinion of the Committee, no reasonable ground on which misunderstanding could be considered probable - at any rate, not in light of the existing calendar statement (under which they were admitted to the program), even though the statement itself may not be a perfect formulation of intent. Moreover, although the CAS had concerns about Miss Greene, it did not recommend that the department's recommendation be rejected.

You yourself are sufficiently experienced in such proceedings as this which has just been concluded (and which, incidentally, occupied a full working day) to appreciate that the official formulation of the grounds on which an appeal is denied or upheld can only be an approximation of the truth. The fact is that, as I have explained to you by telephone, the grounds on which the appeals of these three students have been upheld are simply the readiest access for the Committee to what is in its view a larger problem. There were a number of concerns that formed the context for these appeals, and I think it is important that you be aware of them so that the Committee's conclusion is not misleading.

1. The Committee is intensely concerned at the expulsion of any third year student who has earned the required average. The Committee understands the argument of the department that it is in some cases only during the third year that deficiencies emerge, but it questions whether deficiencies that must be viewed as marginal under our system (since the required grades had been earned) can be used as ground for terminating a student's career in the department so late that a considerable academic wastage is involved.

2. The Committee appreciates the positive line that the department attempts to take in its mid-year assessment of students, but it believes that a student has a right to know whether or not he is in jeopardy (as well as the reverse) and, that he must know what the expectations are for him. The Committee takes the view that there are humane ways of living up to the requirement that students be given every opportunity to do what is expected of them.

3. The Committee was concerned about the very great discrepancy between total assessments and grades in the case of Mrs. Cooper and Miss Greene. One of the main arguments put before Council by the department for separating grades from total assessment was that it would be unfair to professional students to grade them according to a different standard in courses where they were intermingled with non-professional students. In almost every case where these appeals are concerned only professional courses were at issue, so that this argument for rising above grades does not in fact hold.

4. The Committee (and this is offered gratuitously) received a grotesque impression of final interviews where "next year" was being talked about encouragingly by instructors who were, shortly, to recommend discontinuance.

The Committee commends the move on the part of the department towards the maintenance of standards, and it acknowledges the authority of the department under Council legislation to make its total assessment transcend grades alone. But considerations of equity are, in the end, overriding, and the Committee came to the conclusion that, where a student has been screened by audition and has come here (perhaps from a distance) to study, where there have been completed successfully two years (in a sense two and a half years), expulsion from a program must be free of ambiguities. The separation of grades and total assessment establishes a precondition for misunderstanding or self-deception, the University being grade-oriented. A number of the department's practices compound the danger of misunderstanding. It was said, for example, that in some cases, students had been given the "benefit of the doubt" in years prior to the third. That in itself would be misleading unless the doubts are made known clearly to the students involved. The mid-year assessments are said to have been designed to encourage. If this encouragement obscures very real concerns for the student in jeopardy, then once again he will have been misled. The grades themselves, where they are inconsistent with what is really being said about the students, can be misleading. The Committee concluded that it might be possible for a student to say, under certain circumstances, that he has been in this program repeatedly misled. Certainly where there was any ambiguity about the fundamental references according to which the department makes its judgement, the Committee was bound to find for the appellants.

It is not necessarily for an appeal body to make recommendations for change, but knowing you I am reasonably sure that you will not resent the kind of insight that may conceivably be provided by the unanimous opinion of a group of your colleagues from outside the department itself. I think the whole business might be summed up in a number of quick statements.

1. The Committee believes that judgements about talent (as distinct from the judgements represented by grades) ought to be made if humanly possible prior to the third year; or at the very least (and this in full understanding of your concern not to develop anxiety in your students) that where there is any real likelihood of a student's being in jeopardy, his situation be spelled out for him so that he knows the risks he runs in continuing into the third year.

2. Meaning and significance of the departmental recommendation ought to be spelled out explicitly, in writing, for students in all years so that they understand perfectly the ground rules according to which the department will operate in assessing them throughout the program. In this connection, the apparent overriding importance of the core courses ought to be spelled out.

3. Although Council has given the department the authority to rise above grades, as it were, the Committee believes that it never intended grades should mislead the students, and, moreover, that it would not countenance marked discrepancy between grades and total assessments given the grade orientation of the University.

4. The Committee will recommend to the Executive Committee of the Faculty that it consult the department about the possibility of proposing to Council a change in its absolute authority, at the very least in the case of graduating students but perhaps also in the case of third year students, so that a final screen not involving the appeal mechanism will exist as it does, at least technically, for other programs, Honors included (Honors reports its recommendations to Council). Clearly, there is an incompatibility between the authority of the department as given it by Council and the terms of reference of the Committee on Academic Standing (and indeed the practice of the Faculty in all other areas).

5. The Committee believes that the existing calendar statement about the role of departmental recommendations is still not perfectly expressive of the actual situation.

R. G. Baldwin.

cc. Dr. R. C. Smith, Chairman,
Committee on Academic Standing,
c/o Department of Classics.

EXECUTIVE COMMITTEE

Minutes of Meeting of July 18, 1974

2:00 - 5:00 p.m.

PRESENT: R. G. Baldwin (Chairman), W. Eastman, R. R. Hett, M. W. MacKenzie, J. O. Orrell.

1. Agenda Additions
   Item 2.1(iii). Juergen Beerwald (student appeal)
   Item 8. Course & Calendar Proposal: Economics 600.

2. Minutes of Previous Meetings
   2.1 Executive Council, March 4, 1974
   2.2 Arts Faculty Council, May 14
   2.3 Arts Faculty Council, May 22
   2.4 Executive Committee, May 24
   2.5 Appeals Committee, June 26.

   The Minutes were declared approved as circulated.

3. Student Appeals / Petitions

   3.1 Appeal against the Drama Department's recommendation to deny promotion: i) Juergen Beerwald, ii) Wendy Dawson, iii) James Rea
   The cases are summarized in a memo dated July 22 from Dean Baldwin to the Chairman of the Department of Drama (copy attached).

   3.2 Petition for permission to take 3 courses in the final year of the B.A. (General) program as a Visiting Student at Grande Prairie Regional College: Beryl Caldwell
   Mrs. Caldwell, a resident of Grande Prairie, was admitted to Grande Prairie Regional College in 1966 as a non-matriculated adult student. In 1972 she transferred to the University of Alberta Faculty of Education, and in 1973 to the Faculty of Arts. Having accumulated credit in 11 full courses (7 courses taken as a student at Grande Prairie Regional College, 4 courses taken from the University of Alberta in the Evening Credit Program at Grande Prairie), Mrs. Caldwell petitioned for permission to complete three of her remaining four courses as a Visiting Student at Grande Prairie, on the understanding that the final course would be taken in either Spring or Summer Session at the U. of A. Mrs. Caldwell cited domestic grounds (the granting of the petition would mean that she would be separated from her family for a period of six weeks instead of eight months), her petition having the support of the Student Program Office. In light of her circumstances and good record, the Executive was prepared to make an exception in Mrs. Caldwell's case, despite her not satisfying the residence requirements of the last year.

   On a motion by Professor Hett,

   Petition granted.*

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* Arising from this petition the Executive will be seeking the advice of the Curriculum Committee on the role of Evening Credit courses vis-à-vis residence.

3.3 Petition to be allowed degree credit in excess of the maximum of 7 junior courses permitted in the B.A. (General) Program: John C. Poon

Mr. Poon, who transferred from the Faculty of Business Administration and Commerce in 1971, now has 7 junior courses to his credit. On the ground that it would facilitate completion of his B.A. program by the end of July, Mr. Poon petitioned to be allowed degree credit for Business 201, taken while he was enrolled in BAC. It was the Executive's view that neither Mr. Poon's argument nor his academic record justified a waiver of the regulation governing junior courses.

On a motion by Professor Hett,

Petition denied.

3.4 Appeal to be awarded the B.A. (General) degree "with distinction": Donald J. Procter

Section 16.4.3 of the University Calendar stipulates that a degree may be awarded with distinction "...if the candidate has obtained a grade-point average of 7.5 or higher over the last two years of his program...A student who has taken part of his work at another university may be granted a degree 'With Distinction' at the discretion of the faculty concerned." The long-standing Faculty application of this regulation has been that work taken at another university will be considered for credit toward the two-year requirement, provided that the student has achieved a GPA of 7.5 in his final year in this Faculty (recognizing that there may be variations in marking standards, the Committee on Academic Standing has been reluctant to allow the work done at another institution to be the deciding factor). Mr. Procter having achieved a GPA of 7.2 in his final year on campus, the Executive was not disposed to uphold his appeal that, on the strength of his performance during the second year of his program (taken as a Visiting Student at the University of Calgary), the notation "With Distinction" be added to the parchment which he received at Spring Convocation.

On a motion by Professor Eastman,

Appeal denied.

3.5 Petition for permission to complete the remaining 3½ courses in the B.A. (General) program as a Visiting Student at the University of Calgary: Mrs. Lorraine Soruk

Mrs. Soruk's petition was based on domestic/financial grounds: she wished to accompany her husband to Calgary, where he has been offered a position which would make use of his specialist training in geophysics.

On a motion by Professor Orrell,

Petition granted.

4. Report of the Committee on Academic Standing: Kaari Aasland [ref. item 1.4, AFC 14/5/74]
A records check having revealed that Mr. Aasland's GPA over the last two years of his program was 7.05 instead of 7.75, the notation "With Distinction" was deleted from his official transcript. [Mr. Aasland has been directed to return his parchment to the Registrar so that it may be similarly corrected.]

5. Religious Studies Committee
The committee was first established as a GFC operation in 1963. Arts Executive Council established it in its present form on November 7, 1966, resolving on May 18, 1967 that a department was called for to replace the committee. All the conditions for a properly functioning department now having been met, the Executive resolved THAT the Religious Studies Committee be retired. The resolution will be presented to Council on August 19 for ratification.

6. B.F.A. Regulations re: Departmental Recommendations
Dean Baldwin reported that discussions are now taking place concerning the role of the Committee on Academic Standing vis-à-vis departmental recommendations within the Fine Arts Departments; and that, as a consequence of recent student appeals, the Department of Drama was tentatively proposing that section 43.25.1(2)(a) of the Calendar be revised to read as follows:

> "To be promoted from one year to the next, a student must be recommended by the Department, such recommendation to be based upon artistic and professional promise. As one of several components of that recommendation, students will normally be required to present a minimal Grade Point Average of 5.5. One grade of 3 may be accepted in the program provided it is not in the central subject."

It was the Executive's recommendation that no change be made in this particular section of the Calendar at the present time [ref. follow-up memo dated July 22 from Dean Baldwin to the Chairman of the Department of Drama, copy attached].

7. Committee / Council Memberships

7.1 Executive Committee [Reported for the record]
As a result of the recent Faculty ballot the following were elected to serve three-year terms, commencing September 1, 1974:

J. D. W. Crowther	(English)
R. J. E. d'Alquen	(Germanic Languages)
G. Nettler	(Sociology).

7.2 External Membership on Council
Acting on authority delegated by Arts Faculty Council and in accord with representation approved by the Faculty, the Executive approved for external membership the following nominations which were submitted by the Faculties concerned:

BUSINESS ADMIN. & COMMERCE	M. J. Vertigan (reappointment)
COLLEGE ST. JEAN	F. J. McMahon (reappointment)
EDUCATION	H. W. Hodysh (Assistant Dean) D. V. Parker
ENGINEERING	A. W. Peterson
HOUSEHOLD ECONOMICS	D. Badir (reappointment)
PHYSICAL EDUCATION	R. P. Heron (reappointment)
SCIENCE	O. F. G. Sitwell, Geography F. Ustina, Mathematics

The list of names will be forwarded to G.F.C. for ratification.

7.3 Faculty Salary & Promotions Committee
Three members must be replaced, their terms of office having expired or been interrupted by leave: Professors B. Abu-Laban, F. F. Bueckert, and U. Trumpener. The following were nominated by the Executive, and, assuming they are willing to stand for election, the slate will be presented for Council's approval on August 19 (to be followed by a Faculty Ballot):

J. Sybesma-Ironside, Art and Design
H. J. Jones, History
T. Rolston, Music
R. A. Pendergast, Economics
R. H. Wiebe, English
R. E. McKown, Political Science

Alternate: J. A. Creore, Romance Languages.

8. Agenda for Arts Faculty Council Meeting of August 19
The following agenda was approved by the Executive:

i) Arts Executive Council: Approval of Departmental Slates
ii) Executive Committee Report
iii) Report of the Course & Calendar Change Committee
iv) "Credit by Challenge" Proposal
v) Regulations Proposed to Govern Term Assignments
vi) Proposal re: Course Load and Scholarships.

9. Course & Calendar Submission: Department of Economics

ECON 600 Topics in Economic Analysis *3 (either term, 3-0)

By general consent, the Executive resolved THAT the Department of Economics be given special approval to offer Economics 600 in the coming 1974-75 academic session (this new course having been designed to accommodate students in the non-thesis M.A.). Through an oversight, the course was not considered by Council although it had been submitted by the Department in the Spring.

10. Adjournment
By general consent, the meeting was adjourned at 5:00 p.m.

Chairman.

TO: Chairman, Department of Drama

FROM: Dean of Arts

July 22, 1974

Re: Appeals: Rea, Dawson, Beerwald

The Executive Committee of the Faculty sitting as its appeal body on July 18, 1974, upheld the appeal of Mr. James W. Rea against a requirement that he withdraw from the BFA Drama program, third year. The Committee denied the appeals of Miss Wendy Jane Dawson and Mr. Jurgen Beerwald against the requirement that they withdraw from the second year of the same program.

The Committee found Mr. Rea's case to be a very difficult one indeed, but it finally concluded -- to some extent without any doubt because of the background of concern generated by other appeals from third year students -- that Mr. Rea should be reinstated. I could say to you that the Committee reached its conclusion because of the extenuating circumstances involved in his illness, with its apparent effect on his grade in Movement. I think, however, that the Committee might very well have found otherwise than it did if it had no reason to feel insecure about the procedures followed by the Department of Drama in assessing its students and communicating its assessments to them. The Committee concerns in this area have been recorded for you in a letter dated June 28, 1974. To repeat perhaps the key consideration in this particular case, the Committee is intensely concerned at the expulsion of any third year student who has earned the required average. The Committee understands the argument of the Department that it is in some cases only during the third year that deficiencies emerge, but it questions whether deficiencies that must be viewed as marginal under our system (since the required grades had been earned) can be used as grounds for terminating a student's career in the Department so late that a considerable academic wastage is involved. It is true that Mr. Rea has two grades in core courses (which, incidentally, have never been officially thrown into relief as core courses) that are low when measured against the kinds of grades typically awarded by the Department of Drama. But the fact remains that he was given a Pass in Movement and that he earned a grade of 5 in Drama 440. If the student in fact could be seen as having failed these courses, then under our system he ought surely to have been given actual failing grades or, at any rate, been under no illusion that he was doing other than failing work. I hesitate to fix on this particular point because, as I say, had there been no background of concern about the third year students in general, it is entirely possible that the Committee might have viewed two grades in core courses below 6 as sufficient grounds for your decision. I am once again trying to get at a fundamental concern by means of what may be surface phenomena. Should you decide to react defensively to the decision of the Appeal Committee, then I suspect nothing profitable will emerge from the hearings, because you will probably be able to discount or challenge any of the specifics that went into our decision. On the other hand, if you are committed to conducting your affairs by a procedure that does not forever land you in appeal hearings, then I suspect you will understand what took place here. Frankly, the Committee was by no means secure about the individual student involved here, particularly because he did not have the backing of the Committee on Academic Standing, but it felt nevertheless that there were more unanswered questions about these third year students than could really be tolerated, and that therefore the doubt had to go in favor of the student.

Students Dawson and Beerwald both based their appeal for the most part on the grounds that the Department was not authorized to do what it did. Clearly, these students were here in error and the Committee so found. Nothing else was of much concern to the Committee in these cases, because they were in the second year of their programs and less had therefore been invested. The Committee did not attach any significance to the charges made by Mr. Beerwald that there were discrepancies in the grading practices. Appeals against individual grades are not within the jurisdiction of an academic appeal body.

R. G. Baldwin.

July 22, 1974

Professor Thomas Peacocke
c/o The Banff Centre
School of Fine Arts

Dear Tom:

Thank you for your July 2 letter in which you make a tentative proposal of a Calendar change for 43.25.1, sub-section (2)(a). I tried it on the other two Fine Arts departments, and both of them were unwilling to support it, on the grounds in the one case that the change proposed would make achievement secondary to promise, and in the other, that the change would overstress the departmental recommendation without specifying the basis on which such recommendations are made. In both their views, although they want to protect the right of the department to make an overall assessment, they do not want the break with grades that your department apparently has sought. The Executive discussed this business on July 18 and decided that, in light of the other two responses, it would be better not to tamper with the statement as it is -- partly because it might conceivably give rise to interesting quasi-legal arguments from appealing students in the near future if a change were made, and partly because it foresaw a major debate in Council that may not be called for if your department is of a mind to weigh the kinds of reservation that the appeal body registered after its first hearing. I really think that, aside from matters having to do with internal communication, you are going to have to persuade your people to use the grading system more meaningfully, especially although not exclusively in the third year where the center of the Committee's concern was. I think Mr. Rea's 4 and 5 might conceivably have done the job for you had it not been for the background of unease in the Committee, but even here, the Committee wondered how Mr. Rea could earn a 4 if he had really been the disaster that he seems to have been. Maybe what you'll have to do is spell out the special significance of the core courses and define a minimal grade for them, although I don't really think the solution to your problem lies in more rules so much as it does in a firm adherence to the principle that students are entitled to know how they're doing and that the department has a responsibility to keep their losses to a minimum, which means that with the passing of time the onus passes more and more to the department to show cause why they should be turfed. Anyway, the Executive now wants to withdraw its suggestion that the existing regulation be reshaped.

Both the other departments assumed, apparently, that recommendations were just that and that there was in fact a role for the Faculty to play in screening such recommendations. The Executive is very anxious to have you, likewise, acknowledge a role for a screening body on behalf of the Faculty, say the Committee on Academic Standing, so that there can be some sort of Faculty process before the appeal machinery has to come into play. I think the C.A.S. will be proposing new terms of reference, but in the meantime, if you get the opportunity, I wonder whether you could bring yourself to think about what has happened with the possibility of a slightly modified procedure in mind. Both Stangeland and Davey see the C.A.S. as the appropriate functioning body here, although possibly with representation from the Fine Arts on it where their recommendations are concerned. In the process of this discussion we mustn't forget that graduation likewise, presumably, involves a departmental recommendation, although curiously it doesn't find its way into the Calendar. I would guess that even under existing legislation, then, C.A.S. has responsibility for those fourth year students, as the final screening body at the Faculty level. I would hope, however, that we don't have to test my assumption here by a particular case, that we will, rather, have sorted out precisely what role the Faculty can play with the least fuss in the matter of your departmental recommendations.

Cheers to all,

R. G. Baldwin.

cc: Dr. R. A. Stangeland
Professor R. A. Davey.

EXECUTIVE COMMITTEE

Minutes of Meeting of August 22, 1974

2:00 - 3:45 p.m.

PRESENT: R. G. Baldwin (Chairman), W. Eastman, R. R. Hett, M. W. MacKenzie, G. Nettler, D. Young.

1. Agenda Addition
   Item 3(b). Calendar Entry re: Language Requirement.

2. Minutes of the Meeting of July 18, 1974
   The Minutes were approved as circulated.

3. Student Petitions / Appeal

3.1 Petition for permission to complete 3½ courses in the B.A. (General) program as a Visiting Student at the University of British Columbia: Rosa K. Chow

Miss Chow enrolled in the Faculty of Education in September 1971 and continued in the B.Ed. program until the end of the 1973/74 session. In June of this year, she applied for admission to the B.A. (General) program. At that time it was determined that 3½ courses would be required to complete the B.A. program, Miss Chow having qualified for 11½ credits on the basis of her work in the Faculty of Education (including 7½ credits for courses actually taken in the Faculty of Arts). Shortly thereafter, Miss Chow requested that she be permitted to complete the B.A. degree as a Visiting Student at UBC. The petition was based on domestic grounds: it was necessary for Miss Chow to return to Vancouver to care for her ailing father. The issue was not the number of courses, but the fact that Miss Chow was "a student from another faculty passing through Arts." Nevertheless, in light of the argument advanced by Miss Chow, and her academic record--in particular, the grades obtained in Arts courses--the Executive was inclined to be sympathetic to her request.

On a motion by Professor MacKenzie,

Petition granted.

3.2 Petition for permission to complete the remaining half-course in the B.A. (General) program as a Visiting Student at Grande Prairie Regional College: Dorothy Buryl Dana (née Norman)

Mrs. Dana was admitted to the B.A. (General) Program in 1970, with five advance credits from Grande Prairie Regional College. She has now completed all the requirements for her program, with the exception of a half-year science course. Her petition for permission to take that half-course as a Visiting Student at Grande Prairie was based on domestic grounds: "I have a husband and daughter who need me here."

On a motion by Professor Eastman,

Petition granted.

3.3 Petition for permission to complete the remaining 2½ courses in the B.A. (General) program as a Visiting Student at the University of Manitoba: Karen Ann B. Gibbs

Mrs. Gibbs was admitted to the B.A. (General) program in September 1973, with credits for 7½ courses taken at the University of Manitoba, plus one course taken as a Visiting Student at the University of Alberta during the 1972 Summer Session. By the end of the 1974 Summer Session she had completed the equivalent of four additional full-courses towards her degree. Her request for Visiting Student status was based on domestic grounds: Mrs. Gibbs is returning with her husband to Winnipeg, where he has been accepted into the University of Manitoba's Landscape Architecture program. The Executive was unwilling to approve a program in which less than half the courses would be taken in this Faculty. Members also took the view that, Mrs. Gibbs having already taken 7½ courses at the University of Manitoba, the logic of the situation was that she should transfer back to that institution for her degree.

On a motion by Professor Hett,

Petition denied.

3.4 Petition for permission to complete the remaining 4½ courses in the B.A. (General) program as a Visiting Student at the University of Calgary: Barbara June Herring

Mrs. Herring (née Wiber) was admitted to the B.A. (General) program in 1968 as a mature student and continued full-time in the program until June 1970, at which time she withdrew for medical reasons. Now living in Calgary with her husband and two children, Mrs. Herring petitioned--on domestic and financial grounds--for permission to complete the remainder of her program as a Visiting Student at the University of Calgary.

On a motion by Professor Nettler,

Petition granted.

3.5 Petition for permission to take the remaining 3 courses in the B.A. (General) program as a Visiting Student at the University of Toronto: Elizabeth A. McDonald

Miss McDonald was admitted to the Faculty of Arts in September 1971, with credits for six courses taken at the University of Auckland, New Zealand, plus two courses taken during the 1971 Summer Session at the University of Calgary. Having completed four courses in this Faculty, Miss McDonald accepted employment in Toronto in the field of special education (she has been a certified teacher since 1967, specializing in the field of learning disabilities). On that basis, Miss McDonald requested permission to complete her program as a Visiting Student at the University of Toronto. As was the case with Mrs. Gibbs, the Executive was reluctant to approve a program in which less than half the courses had been taken in this Faculty. Miss McDonald's situation was, however, complicated by the fact that the Student Program Office--in error, since it was not within its jurisdiction--approved her registration in two courses at Toronto during the month of July. The Executive was therefore prepared to sustain the SPO commitment, on the understanding that the final course be completed on this campus.

On a motion by Professor Young,

Petition for 3 courses denied, with a proviso for 2 courses, as noted above.

3.6 Petition for permission to complete the remaining 5½ courses in the B.A. (General) program as a Visiting Student at the University of Calgary: Christine Svoboda

Mrs. Svoboda (née Harpe) was admitted to the B.A. (General) program in December 1971 with four credits from Sir George Williams University, and has since completed 5½ courses in this Faculty. Her request to complete the remainder of her program off campus was based on domestic/financial grounds: her recent marriage and move to Calgary. Once again, the Executive felt that it was a case of "too few courses at this University," and that Mrs. Svoboda ought to transfer to the University of Calgary for her degree.

On a motion by Professor Young,

Petition denied.

3.7 Appeal against denial of application for readmission to the Faculty: Terrance J. Romaniuk

Mr. Romaniuk is a "Category C" student who was required to withdraw after the 1972/73 academic year. He enrolled at Camosun College in the immediately following academic year, and failed. He then applied for readmission to this Faculty. The application was denied by the Student Program Office, on the following grounds:

> "....Students who are immediately readmitted to the Faculty of Arts after a failed year are put on a probationary status. The conditions of probation are that they maintain a graduating average and that they pass all of the courses attempted. Failure to meet these probationary conditions results in a further requirement to withdraw from the Faculty. Since your academic performace at Camosun College clearly does not meet these probationary requirements, your application for readmission cannot be approved."

The Executive did not find that Mr. Romaniuk's record at Camosun College supported his argument that he had "pulled himself together" in the past year.

Appeal denied.

3.8 Petition for admission to the B.A. (Special) program, following withdrawal from 4th Year Honors: Thomas J. Zdebiak

Because of financial problems and job opportunities, Mr. Zdebiak wished to complete the requirements for the B.A. (Special) degree by January 1975. The issue was the number of courses: although he has successfully completed 19 courses, a strict application of the regulations governing the B.A. (Special) curriculum would mean that Mr. Zdebiak would have to take substantially more than one further course. The Student Program Office therefore petitioned on his behalf that it be permitted to make a selection and arrangement of his existing courses within the B.A. (Special) curriculum so that, in essence, Mr. Zdebiak would be required to take 2½ courses (including a full junior laboratory science course) to complete the degree.

On a motion by Professor Hett,

Petition granted.

Arising out of the petition by Mr. Zdebiak, the Executive agreed to ask the Student Program Office to prepare a position paper on the case for concessions when students fail to earn an Honors degree after four years and, depending on circumstances, either wish to transfer into the B.A. (Special) or receive the degree forthwith. The Committee was favorably disposed to, say, one-course adjustments in the requirements governing the principal and second areas of concentration and the number of allowable junior courses, but it wished further advice before formulating a policy.

Also arising out of this petition, the Executive decided to refer to the Curriculum Committee for renewed study the Faculty's requirement of a laboratory science and, indeed, the science requirement in general if the Committee is disposed to consider the question of function in a broader context. The Executive asks whether, in light of the present watered down experience, the requirement is still functional. In this connection, the Executive has noted the interest in the matter of both the Honors and Academic Principles and Aims Committees and will refer their discussions to Curriculum.

4. Nominations of Departmental Representatives: Chairman's Selection Committee (Germanics)

The following nominations were made by the Executive in accordance with regulations governing membership on such committees [p.236, GFC Policy Manual: "For departments that have less than ten full-time academic staff members...."].

From the Dept. of Germanics (2 to be elected)	From the Faculty at large (1 to be elected)
H. Pausch	J. A. Creore, Romance Languages
M. Prokop	M. W. MacKenzie, Classics
A. Scott	P. A. Schouls [Alt. if required]

The names will be presented to Council on September 17, at which time nominations will be invited from the floor of Council (election to be conducted by faculty-wide ballot).

5. Calendar Insert re: Language Requirement [insert under section 42.1, as para. two]

The following statement was approved by the Executive, it being viewed as a formulation of existing policy:

Language Requirement: A student admitted to any program in the Faculty of Arts, other than a B.F.A. program, must either present senior matriculation standing or equivalent in a language other than English or take such a course during the first year as part of the program. The decision as to whether or not the course will be accepted for degree credit rests with the Dean and depends on the nature of the deficiency.

6. Agenda: September 17 Meeting of (full) Council
The following agenda was approved:

Academic Principles & Aims Committee Report #2
Academic Planning Committee Report: Academic Plan #9, Stage 3*
Course & Calendar Changes (supplementary)
Maximum Flexibility (GFC referral)

7. Adjournment
By general consent, the meeting was adjourned at 3:45 p.m.

Chairman.

* To be distributed well in advance of the meeting, under a separate covering memo from the Dean.

EXECUTIVE COMMITTEE

Minutes of Meeting of September 25, 1974

3:00 - 5:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, J. D. W. Crowther, R. J. E. d'Alquen, W. Eastman, R. R. Hett, G. Nettler.

1. Minutes of Meeting of August 22, 1974
The Minutes were approved as circulated.

2. Student Petitions

2.1 Petition for permission to take 1½ courses as a Visiting Student at the University of Notre Dame, Nelson, B.C.: Karen Rae Leitch

Miss Leitch has completed all the necessary courses for the B.A. (General) degree, but is lacking the grade point average required for graduation (an average of 5.0 on the last 10 courses). Now employed as a residence supervisor at the University of Notre Dame, she petitioned for Visiting Student status so that she might take 1½ courses at that institution in an attempt to upgrade her graduating average. [Note: There is evidently no limitation on the number of substitute courses that may be taken in an attempt to achieve the required graduating average, so long as the student obtains a passing grade.] Discussion was initiated by Professor Hett, who moved THAT the petition be granted. The issue before the Executive was not so much the requirement that the final year of the program be taken in residence (Miss Leitch might be deemed to have met that requirement, at least in the technical sense), but whether, in light of her questionable academic record, Miss Leitch's eligibility for a University of Alberta degree should ultimately be determined on the basis of tuition elsewhere. It was noted that two alternatives were in any event open to Miss Leitch: 1) she could elect the supplemental examination route, or 2) she could explore the possibility of returning to this campus for Spring or Summer Session.

Petition denied
(Motion defeated).

2.2 Petition for permission to take the remaining 3½ courses in the B.A. (General) program as a Visiting Student at Grande Prairie Regional College: Susan Thiesson

Mrs. Thiesson (nee Spangelo) was admitted to the Faculty in the fall of 1972, with credits for five courses taken at Grande Prairie Regional College (1971-72 Winter Session), and one course taken at the University of Ottawa (1972 Summer Session). Her petition for Visiting Student status was based on domestic/financial grounds: Mrs. Thiesson wished to remain in Grande Prairie with her husband, where he is currently employed. In considering the petition, the Executive noted that, in essence, it constituted a request for approval of a program in which less than half the required courses would be taken at the U. of A.; and that the student's performance in those courses was marginal (the record shows a borderline GPA, together with failures in 1½ courses, and withdrawals from 2 courses). Under the circumstances, a majority felt that the argument advanced by Mrs. Thiesson was not of itself sufficient to justify a waiver of the third year residence regulation, and that she should be required to prove herself on this campus.

On a motion by Professor Nettler,

Petition denied.

3. Election Procedures Committee Proposals
Members had before them in summary form a series of recommendations from the Election Procedures Committee arising from an October 1973 Executive referral [ref. item 6.2, 27/2/74, continuing review of Professor Meekison's memo of Dec. 6/73]:

3.1 Student Representation on New Committees

EPC recommendation:
THAT the person or persons responsible for recommending the creation of a committee suggest the extent of student participation when composition is being considered. Students would have an opportunity to comment since such committees come before Council, and in the case of ad hoc committees created by the Executive, since students participate here also, no additional safeguards are required.

On a motion by Professor Crowther, the recommendation was accepted as an internal guideline for the Executive.

3.2 Student Representation on Existing Committees

EPC recommendation:
THAT the Executive, when nominating individuals to fill vacancies on committees, at the same time review their composition. If they believe changes are necessary, they should make the necessary recommendation to Council when reporting nominations. The Executive Committee's role in this matter is critical, since they are the body concerned with the overall effectiveness of Faculty committees.

On a motion by Professor Nettler, the recommendation was accepted as an internal guideline for the Executive.

3.3 Committee Terms

EPC recommendation:
THAT membership on Faculty committees be rotating and limited to a three-year term with the possibility of reappointment or reelection for one additional term. After two consecutive terms an individual should be required to step down. Reelection would be permissible after the lapse of one year. Each committee should be asked to solve this matter itself using the following guidelines: (a) one third of the current members should step down July 1, 1974; (b) one third of the current members should step down July 1, 1975; (c) the remainder should step down July 1, 1976. Initially, individuals should be asked to volunteer to resign at one of the

suggested dates. If this does not achieve the desired result, it may be done by chance. All future elections should specify the term of membership.

In the Executive's view, the specification of a term of office was desirable in that it afforded a means of assessing a committee's performance. There were, however, some doubts about the merit and the practicality of instituting a principle of rotation (say, for example, in the case of the Canadian Studies Committee where there may be one individual best suited to represent a given department in that specialist area). Here it was noted that the staggering pattern could in any event be seriously disrupted by virtue of leaves and resignations. By general consent, the Executive decided to recommend to Council a more flexible arrangement than that proposed by the Election Procedures Committee:

i) THAT membership on Faculty committees without already specified terms be limited to a three-year term with a possibility of reappointment or reelection; and

ii) THAT, in light of (i) above, the Executive Committee be empowered to analyze the membership of existing committees, with a view to establishing terms.

3.4 Chairmen of Faculty Committees

EPC recommendation:

THAT the Executive Committee consider fixed terms for chairmen. The EPC recognizes that the method of selecting committee chairmen may vary from committee to committee: (a) appointment by the Dean from among continuing members; (b) appointment by the Executive Committee from among continuing members; (c) election by the committee itself; (d) separate election by Council for a fixed term.

As was the case in item 3.3 above, the Executive favoured a degree of flexibility. By general consent, it was therefore agreed that the following resolution be submitted to Council:

THAT Council authorize the Executive, when it recommends on the appointment of committee chairmen, to specify a term.

3.5 Student Members of Chairman Selection and Review Committees

EPC recommendation:

THAT the Election Procedures Committee act as a watchdog over the department elections of students for selection and review committees. In light of future experience, the Committee would, if necessary, be in a position to draft procedures for departments to follow.

There being unanimous agreement among members of the Executive that the EPC has a role to play in these elections (say, for example, in ensuring that democratic procedures are followed--that election of student representatives is conducted by secret ballot, etc.), the following resolution was adopted.

> THAT the election of student departmental representatives to selection and review committees for chairmen shall be subject to the advice and approval of the Election Procedures Committee.

Dean Baldwin will so advise the department chairmen.

4. Committee Replacements

The following departmental nominations were received and confirmed by the Executive on behalf of Council:

4.1 Academic Principles and Aims Committee
(received and confirmed on a motion by Professor Nettler):

Classics: D. Fishwick (replacing R. J. Buck)
Economics: M. S. Noorzoy (replacing J. J. Delehanty)
English: C. Q. Drummond (replacing S. Rose)

4.2 Canadian Studies Committee
(received and confirmed on a motion by Professor Bueckert):

English: J. M. Nelson (replacing G. Moyles)

4.3 Honors Committee
(received and confirmed on a motion by Professor Eastman):

Art & Design: A. Forbes (replacing A. Dunlop)
Political Science: F. G. Hulmes (replacing T. C. Pocklington)

4.4 Library Committee
(received and confirmed on a motion by Professor Nettler):

English: D. E. Bessai (replacing S. Rose)

4.5 East Asian Studies Committee
A recommendation for an adjustment in the membership of this ad hoc committee was received and accepted by general consent (the proposal emanating from the committee itself):

Chairman: B. L. Evans, Associate Dean*
Members: D. Bai, Anthropology
C. Caldarola, Sociology
H. Cummins, Political Science
H. J. Jones, History*
S. R. Munro, Assistant Dean
D. E. Young, Anthropology*

* newly appointed to this committee.

The following were named by the Executive (subject to Council's ratification on October 21):

4.6 Academic Planning Committee

Outgoing Members	Executive Nominations
J. Hackler, Sociology	B. R. Abu-Laban, Sociology
C. Kenneson, Music	R. E. McKown, Political Science
P. Swartz, Psychology	G. B. Peacock, Drama
U. Trumpener, History	B. G. Rule, Psychology

4.7 Election Procedures Committee

Outgoing Members	Executive Nominations
J. P. Meekison, Political Science (chairman)	M. I. Asch, Anthropology (incumbent member, nominated as chairman)
M. D. Wilkie, English	J. A. Creore, Romance Lang.
	J. Sybesma-Ironside, Art and Design

4.8 Curriculum Committee
Professor J. Orrell having been replaced as chairman by incumbent member G. Dacks [ref. item 5, 24/5/74], one additional appointment was required: J. S. McMaster, English.

4.9 Tenure Committee: Faculty Panel
Dean Baldwin explained that Prof. R. Nielsen (Classics) must be replaced, her two-year term of office having expired; and that three other members (Professors M. F. Bauer (Economics), J. A. Forbes (Art & Design), and K. D. Prithipaul (Religious Studies) had agreed to step down from the panel so that its membership might be adjusted to comply with the Handbook requirement re: staggered terms. The following nominations slate was drawn up by the Executive and, provided the nominees are willing to stand for election, the slate will be presented for Council's approval on October 21 (election to be conducted by Faculty-wide ballot):

Humanities (2 to be elected)	Social Sciences (2 to be elected)
A. B. Crighton, Music	A. L. Bryan, Anthropology
E. Egert, Germanics	A. M. Mardiros, Philosophy
W. Jungkind, Art & Design	W. Meloff, Sociology
A. M. Small, Classics	

5. New Committees
Deferred.

6. Calendar Entry: Honors in East European and Soviet Studies
On behalf of Council, the Executive approved for insertion in the 1975-76 Calendar the following informational statement (the wording having been altered slightly from that originally submitted by the Honors Committee):

> 43.22 East European and Soviet Studies
>
> 43.22 Honors in East European and Soviet Studies
>
> An Honors degree with an East European and Soviet Studies specialization can be taken through one of the departments of Economics, History, Political Science, or Slavic Languages and Literatures. These special programs are designed by the department concerned in conjunction with the Dean's Office. Programs may include area-related courses listed in the Calendar under Comparative Literature, Economics, Geography, History, Political Science, Slavic Languages and Literatures, Interdepartmental and the Faculty

of Education. These programs must include an approved language component. Further information may be obtained from the Office of the Dean.

7. Agenda: Arts Executive Council Meeting of October 21
The following agenda was approved:

Minutes of Arts Faculty Council Meeting of September 17
Executive Committee Report
Academic Standing Committee Report
Honors Committee Report
Student Representation on Faculty Committees
Academic Planning Committee Report: Academic Plan #9, Stage 3

8. Adjournment
By general consent, the meeting was adjourned at 5:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of October 16, 1974

3:00 - 5:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, J. D. W. Crowther, R. J. E. d'Alquen, W. Eastman, R. R. Hett, G. Nettler.

1. Minutes of Meeting of September 25, 1974
The Minutes were adopted as circulated.

2. Council/Committee Memberships

2.1 Executive Council
On a motion by Professor Bueckert, the following departmental nominations were received and confirmed by the Executive on behalf of Council:

Philosophy: I. McGilp and R. A. Shiner (members)
F. M. Christensen and M. M. van de Pitte (alternates)

2.2 Canadian Studies Committee
(received and confirmed on a motion by Professor Eastman)

Political Science: G. Dacks, replacing J. P. Meekison
(Prof. Dacks is also the Curriculum Committee representative to this Committee)

2.3 Honors Committee
(received and confirmed on a motion by Professor Hett)

Drama: J. H. Terfloth, replacing M. Faulkes as member
English: W. Watson, replacing S. E. Stambaugh as alternate

2.4 Selection and Review Committees for Chairmen of Departments

2.4.1 Germanic Languages (Selection Committee)
Faculty (election results reported for information; ref. item 4, 22/8/74)

Representing the Department of Germanic Languages
M. Prokop and A. Scott

Representing the Faculty at large
M. W. MacKenzie, Classics

Representing G.F.C.
F. C. Engelmann, Political Science

Students
Faculty legislation stipulates that there be two students: one graduate, one undergraduate (ref. item 7, AEC 15/10/73). The undergraduate student (Petra Schlotter, 3rd year combined Honors in German & French) having been elected from within the Department, the Executive, as required by Council, nominated a graduate student:

Lorraine Murray, Romance Languages

2.4.2 Sociology (Selection Committee)

Faculty

Three departmental representatives were elected by the full-time members of the department, in accordance with the regulations governing membership on such committees (ref. GFC Policy Manual, p.186):

G. Nettler
E. Snider
N. Stehr

Two alternates were also named: 1) G. F. N. Fearn, and 2) A. S. A. Mohsen.

Students

Graduate students having been elected from within the Department (W. Avison, member; M. Exner, alternate), the Executive, as required by Council, nominated an undergraduate:

Lorna Pawluk, 4th year Honors in Political Science

2.4.3 Anthropology (Selection Committee)

Faculty

Three departmental representatives were elected by the full-time members of the department:

M. I. Asch
C. G. Hickey
D. G. Steele

Students

Pending advice re: the student elected from within the Department, the Executive nominated a graduate and an undergraduate:

Leslie J. Hurt, graduate student, History
Hugh Thomas, 3rd year Honors in History

2.4.4 Philosophy (Review Committee)

Faculty

Three departmental representatives are to be elected by the full-time members of the Department.

Students

Pending advice re: the student elected from within the Department, the Executive nominated a graduate and an undergraduate:

Judith Flynn, graduate student, English
Elaine Dobek, 4th year B. Mus.

Note: The Faculty's Election Procedures Committee is supervising the elections of students to these Selection and Review Committees, and will be reporting on the procedures which were employed in individual departments.

2.5 ad hoc Committee on Proficiency in English

On September 17, 1974, Arts Faculty Council gave its approval to the formation of an ad hoc committee "to gather whatever data it sees fit relative to the proficiency of students in the Faculty of Arts in the use of English." The following membership roster was drawn up by the Executive, subject to the agreement of the individuals concerned:

D. C. Johnson, History
D. Kuiken, Psychology
J. K. Masson, Political Science
R. J. Merrett, English
M. Whitaker, English

Professor Johnson will be asked to convene the first meeting of the committee for the purpose of electing a chairman.

2.6 Advisory Committee to the Executive
On September 17, 1974, Arts Faculty Council resolved that "some form of liaison be instituted among the Faculty of Arts, the Faculty of Education, and the Department of Education in order to consider what concrete steps might be taken to improve the competence of high school graduates in the area of proficiency in written and oral communication in English." As an initial and preliminary step arising from that motion, the following committee was established, subject to the agreement of the individuals concerned, as advisory to the Executive in arriving at procedures for instituting the desired liaison:

J. F. Forrest, English (Convenor)
R. J. Buck, Classics
D. V. Parker, external representative to Arts Council from the Faculty of Education

2.7 ad hoc Committee on Teaching Assistantships
On December 3, 1973, Arts Faculty Council accepted a recommendation from the APAC "that the whole program and philosophy of teaching assistantships be examined by an appropriate committee to ensure high quality of teaching in this Faculty." The following membership roster was drawn up by the Executive, subject to the agreement of the individuals concerned:

J. W. Bilsland, English (Convenor)
B. M. Smith, History
K. R. Cunningham, Sociology
B. Harris, Music
D. H. Haynes, Art and Design
P. A. R. Monod, Romance Languages

2.8 Student Membership on Council Committees
Faculty legislation stipulates that nominations to the standing committees of the Faculty are to be submitted to the October meeting of Council by the nominating body of students (i.e. the core group of students elected to Arts Council). If none are forthcoming at Arts Executive Council's meeting of October 21, the positions will therefore remain vacant for the 1974-75 academic year. [Note: The Executive declined to carry the names of four self-nominated students to Council, on the ground that they had not been endorsed by

the nominating group as a whole.] Notwithstanding the lack of response from the Arts student body, the Executive recommended that the publicizing campaign be continued for at least another year, and that a different technique be adopted: the insertion of an ad in The Gateway.

3. APAC Referrals: Reports #1 and #2

3.1 Teaching Standards (ref. APAC Report #1, I.B.3.(c) and "Comments" 1; I.B.4. and "Comments"; II.C.3)

APAC recommends that the particular form of instruction (i.e. lecture, laboratory, seminar etc.) ought to be arranged so as to provide the most effective possible dissemination of knowledge in a given field of learning; that variety in types of instruction is desirable; that the Faculty must ensure that high standards of teaching are maintained; that constant vigilance and experimentation in the areas of types of instruction and of class size and the need for counselling ought to be commended to the attention of departments and other sub-units, even in these difficult times. The Executive decided to refer these recommendations to the Committee of Department Chairmen for comment, it being noted that, by virtue of a recent directive from the Faculty's Salary and Promotions Committee, the chairmen are charged to have as much first-hand knowledge of teaching skills as practicable. The chairmen's response will serve as a guide to the Executive in determining whether or not there is a Faculty role to be played in this area.

3.2 Proficiency in Communication in English (ref. APAC Report #2, A.2. (c) and "Comment")

The Committee recommends that it be the responsibility of all members of the Faculty of Arts to encourage the practice, exercise and continued development of the students' ability to write; and comments that the whole Faculty should and must encourage by essays and other forms of writing the practical exercise of the discipline of written expression. The Executive decided that this item should also be referred to the Committee of Department Chairmen for comment.

3.3 Student Counselling (ref. APAC Report #1, I.B.7)

The Committee states that the responsibility of the Faculty is not simply to instruct but also to advise and counsel. The recommendation is for a more extensive advisory or counselling system than exists at present, for aid in course changing, and for advice in selecting and following programs, both departmental and interdepartmental. The Executive decided to pursue four avenues of inquiry:

i) Student Program Office (a request for a position paper on what is being accomplished with existing SPO resources, and what compelling needs there may be for additional counselling);

ii) Department Chairmen (a request for a summary of departmental practices and needs);

iii) Student Counselling Services (a request--to be directed to ex-Dean Smith--for an assessment of what, if anything, has been detected in the cases coming before the SCS which would suggest a need for restructuring of the present program counselling system).

iv) Vice-President (Academic), Students' Union (a request for recommendations and observations concerning program counselling of Arts students at the Faculty and departmental level).

The remaining APAC referrals were deferred for consideration at a special meeting of the Executive.

4. Role of the APAC
By general consent it was resolved THAT the Executive invite the Academic Principles and Aims Committee to join it in recommending to Council that the APAC be retired, it having reported within its original terms of reference.

5. Designation of Areas of Specialty of Arts Faculty Members in the Arts Calendar
Members had before them a request from the Department of Economics that each department be permitted the option of indicating in the staff listings at the front of the Arts Calendar the area of specialty of individual staff members. The proposal will go forward as an agenda item for Arts Council's consideration in the course of the year.

6. Appeal Mechanism re: Admission Denials (non-quota programs)
Arising out of an extension of the terms of reference of the GFC Academic Appeal Committee (ref. GFC Exec. 14/8/74), the Executive resolved THAT the Faculty Appeals Committee will henceforth hear appeals against denials of admission to its non-quota programs from students of Alberta public or private post-secondary institutions.

7. Adjournment
By general consent the meeting was adjourned at 5:30 p.m.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of November 8, 1974

2:45 - 5:00 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, J. D. W. Crowther, R. J. E. d'Alquen, W. Eastman, R. R. Hett.

1. Agenda Additions: Student Petitions
   - 1.1 Edward Bouthillier
   - 1.2 Keith Ormiston Bynoe
   - 1.3 Susan Linda Thiesson.

2. Minutes of Meeting of October 16, 1974
   The Minutes were adopted as circulated.

3. Business Arising: Committee Memberships

3.1 Honors Committee: Student Representatives [ref. item 4.3, AEC, 21/10/74]

On a motion by Professor Eastman, the following departmental nominations were received and confirmed by the Executive on behalf of Council:

Geography: Tim McCoy, 1 year term
History: Leonard Gould, member
Hazel M. Lock, alternate > 1 year terms
Romance Languages: Gigino Pellegrini, 2 year term.

3.2 Review Committee: Chairman, Department of Philosophy [ref. item 2.4.4, 16/10/74]

3.2.1 Faculty

Three departmental representatives were elected by the full-time members of the Department, in accordance with the regulations governing membership on such committees:

W. Eastman
A. M. Mardiros
C. G. Morgan.

3.2.2 Students

Graduate students were elected from within the Department: J. E. Bickenback, member; S. Leighton, alternate. The remaining slot will therefore be filled by an undergraduate student: Elaine Dobek (Executive nominee approved by Arts Executive Council 21/10/74).

3.3 ad hoc Committee on Teaching Assistantships [ref. item 2.7, 16/10/74]

Professor J. W. Bilsland, having been asked to convene the first meeting of this committee for the purpose of electing a chairman, was himself elected.

3.4 Tenure Committee: Faculty Panel

3.4.1 Faculty Ballot [ref. item 4.9, 25/9/74]

The following were elected for two-year terms:

Humanities	Social Sciences
A. B. Crighton, Music	A. L. Bryan, Anthropology
A. M. Small, Classics	A. M. Mardiros, Philosophy.

3.4.2 Nomination Practices

Reference was made to a complaint registered by Professor J. S. McMaster "that there should be no women nominees on the ballot for the Faculty Tenure Committee." It was noted that nominations were open to the floor of Council, and none were forthcoming. It was also noted that the issue was raised by a larger group in 1972 (re: appointments to the Faculty Salary and Promotions Committee) and since that time the Executive has made a deliberate effort to include women nominees in its recommendations for appointments to Faculty committees. The Faculty Secretary was directed "to acknowledge with thanks receipt of Professor McMaster's letter, and, on behalf of the Executive, to assure her that that body when it acts as a nominating committee is in fact aware of the important contribution that can be made by the female members of its staff; and that its record has been a good one over the past few years, but not a perfect one."

3.5 Library Committee

On a motion by Professor Hett, the following departmental nomination was received and confirmed by the Executive on behalf of Council:

Germanic Languages: H. Pausch, replacing E. Egert.

3.6 Executive Council: Student Representation [ref. item 8.4, 30/4/74]

On a motion by Professor Eastman, the Executive received on behalf of the Faculty the name of the following student, for appointment to Council:

Marion B. Arnason, 4th yr. B.A. (Special), Religious Studies.

Ms. Arnason replaces Mr. Guy Milner, the departmental election being in accord with procedures adopted by Council [AEC, 4/3/74: THAT should a by-election become necessary owing to a vacancy occurring, it shall be conducted].

4. Graduands: Fall Convocation [ref. item 3, AEC, 21/10/74]

On the recommendation of the Committee on Academic Standing, and with authority delegated by Council, the Executive approved the following additions to the list of graduands:

Recommended for the B.A. (General) Degree

BARNES, Patricia
MEISINGER, Dennis Bruce.

5. Student Petitions

5.1 Petition for Aegrotat Standing: Mary Consuella Ross

Ms. Ross, who is registered in the Canadian Studies certificate program, was confined to hospital in the latter part of the 1973-74 session and continued in extremely poor health for most of the summer (being too ill to take advantage of the deferred examination privilege). She subsequently applied for aegrotat standing in History 379/478 and Political Science 320, the petition being endorsed by her course instructors and the Chairman of Canadian Studies.

On a motion by Professor Hett,

Petition granted.

5.2 Petition for permission to take the remaining course in the B.A. after B.Ed. program as a Visiting Student at Athabasca University: Edward Bouthillier

The issue was not the taking of a course at Athabasca University (the Curriculum Committee having already recommended that the Faculty view courses successfully completed at that institution in the same light in which it considers courses taken at other recognized universities), but whether Athabasca's Ecology course--which is not a laboratory course--could be taken by Mr. Bouthillier to fulfil his junior lab. science requirement. As grounds for his request, Mr. Bouthillier stated a) that it was not possible for him to complete his program on this campus (he is a retired school teacher now living in St. Paul, where he has part-time employment); and b) that no lab. science courses were offered in the Evening Credit program at St. Paul. In view of Mr. Bouthillier's age and location, the Executive was inclined to be sympathetic to his request.

On a motion by Professor Bueckert,

Petition granted.

5.3 Petition for permission to take a half-course junior lab. science as a Visiting Student at the University of Winnipeg: Keith Ormiston Bynoe

Mr. Bynoe's petition was based on medical/financial grounds: he had obtained a job in Winnipeg (his applications for employment in Alberta having been rejected, presumably because of a physical disability). The situation was, however, complicated by the fact that, although Mr. Bynoe has completed all but one half-course in his B.A. (General) program, he does not have the average necessary for graduation (a GPA of 5.0 on the last 10 courses), nor does he have a graduating average in the courses taken on this campus (Mr. Bynoe's program includes advance credits for 7½ courses taken at the Universities of Calgary & Lethbridge). Further, the Student Program Office has calculated that Mr. Bynoe could not possibly achieve the graduating average by means of one half-course (he would require at least 1½ courses--assuming a grade of 7 in a full-year course, and a grade of 5 in a half-year course). The crux of the matter was therefore whether, in light of his questionable academic record, Mr. Bynoe's eligibility for a University of Alberta degree should ultimately be determined on the basis of tuition elsewhere. It was the Executive's view that Mr. Bynoe should be required to return to this campus in order to improve his position.

On a motion by Professor Hett,

Petition denied.

5.4 Petition for permission to take the remaining 3½ courses in the B.A. (General) program as a Visiting Student at Grande Prairie Regional College: Susan Linda Thiesson

Mrs. Thiesson's original petition was refused, the Executive being unwilling to waive the residence requirement in the final year of the program, in light of her marginal academic record [ref. item

2.2, 25/9/74]. The petition was reviewed at the request of her father, who cited as extenuating circumstances the fact that Mrs. Thiesson was injured in an automobile accident which occurred in October 1973. The Executive, not finding that the circumstances accounted for the two-year borderline record, reaffirmed its view that Mrs. Thiesson should be required to demonstrate proof of performance on this campus.

On a motion by Professor Hett,

Petition denied
(original ruling upheld).

6. APAC Referrals

Members had before them a document headed "Referral of APAC Recommendations: Report adopted by Council, December 3, 1973," a copy of which is appended to the official Minutes.

Appendix Item #	Action Taken
(1)	Report submitted to Arts Faculty Council, 17/9/74 [APAC Report #2, Section C.].
(2)	Report submitted to Arts Faculty Council, 17/9/74 [APAC Report #2, Section B.].
(3)	Two committees have been struck [Exec. Rpt. to Council, 16/10/74]: i) ad hoc Committee on Proficiency in English ii) Advisory Committee to the Executive on Liaison: Proficiency in English.
(4)	Under study [joint referral to APAC & Curriculum Committee by the Executive, 5/10/73].
(5)	Under study [Academic Planning Committee report on Interdisciplinary & Interdepartmental Studies referred back to Committee by AEC, 2/4/73].
(6)	Under study [Exec. referral to Committee of Department Chairmen, 16/10/74].
(7)	An ad hoc Committee on Teaching Assistantships has been struck [Exec. Rpt. to Council, 16/10/74].
(8)	Under study [Review of residence requirements initiated by Curriculum Committee].
(9)	To be referred to Admissions & Matriculation Requirements Committee [Exec. decision, 8/11/74].
(10)	Completed [ref. Appendix note].
(11)	To be assigned to the Committee on Academic Standing, with the directive that they add to their number for the purposes of this study someone from the Curriculum Committee (say, for example, Prof. E. Marxheimer, who is a member of the APAC and the Curriculum Committee) [Exec. decision, 8/11/74].

Appendix Item #	Action Taken
(12)	In hand [ref. Appendix note].
(13)	Underway [Exec. referrals, 16/10/74: i) Student Program Office, ii) Dept. Chairmen, iii) Student Counselling Services, iv) V.P.(Academic) Students' Union].
(14)	Deferred [Exec. decision, 8/11/74].
(15)	A memo to be sent to the Student Program Office (copy to the Chairman, Curriculum Committee) reminding them that the provision for extra-Faculty courses was instituted on a trial basis only, and of the consequent need to accumulate data for its reconsideration in 1976 [Exec. decision, 8/11/74].
(16)	Deferred [Exec. decision, 8/11/74].
(17)	Curriculum Committee report submitted to Arts Faculty Council, 17/9/74.
(18)	Three referrals [Exec. decision, 8/11/74]: i) Honors Committee ii) Canadian Studies Committee iii) A joint referral to the Departments of Art & Design, Music and Drama (Assoc. Dean Moore to be asked to convene a meeting of the three chairmen of the Fine Arts Departments, to agree upon an approach).

Two additional items arose from APAC Report #2 (a copy of which is attached to the official Minutes, AFC 17/9/74):

Section of Report	Action Taken [Exec. decisions, 8/11/74]
C.2.(c), i) & ii)	Step 1: To be referred to the Curriculum Committee for comment, in conjunction with Appendix item (4). Step 2: Subsequent referral to Department Chairmen.
C.2.(e)	A follow-up memo to be sent to Department Chairmen by Dean Baldwin.

7. Adjournment

By general consent, the meeting was adjourned at 5:00 p.m.

Chairman.

APPENDIX.

Referral of APAC Recommendations: Report adopted by Council, December 3, 1973

A number of tasks arising out of the APAC Report on the Faculty's academic principles and aims are already under active study:

(1) Arising out of I.A.2.(a) ("Arts is the Faculty primarily responsible for the guidance of students who desire an education in the Liberal Arts"), APAC is exploring the principles governing our service function as a Faculty. This topic was not a referral, but it was picked up by the Committee itself for discussion.

(2) I.A.2.(b). Council itself referred to the APAC the question of how, in principle, students are to gain "some knowledge of Humanities, Social Sciences, Fine Arts and Natural Sciences."

(3) II.C.2.(a). Council referred to the APAC for "a report with dispatch to Council" the question of how, in principle, proficiency in writing, reading and speaking English might be required and attained. This referral comprehends also II.B.1.(a)(ii).

(4) I.B.3.(b). The Report specifies that all courses in the Faculty except those of an applied nature shall be deemed of general interest and equal merit. On October 5, 1973, the Executive referred to the Faculty's Curriculum Committee and Academic Principles and Aims Committee the issue of general interest courses arising out of the submission of the Department of English to the Powrie Committee this fall. The Curriculum Committee appointed a two-man subcommittee to work with the APAC on this matter, which had originally been raised in Council arising out of a Calendar Committee report.

(5) I.B.2.(a). Interdepartmental activities are proper for the establishment of new areas of study and for exploration and studies in areas overlapping the boundaries of conventional jurisdictions. Since last year's Report of the Arts Faculty Academic Planning Committee was referred back to committee by Council for further study and consultation with departments, it would appear that this particular principle is under active consideration.

(6) I.B.3.(c) and "Comments" 1; I.B.4. and "Comments"; II.C.3. The Committee makes a number of recommendations and observations concerning teaching: that the particular form of instruction (i.e. lecture, laboratory, seminar etc.) ought to be arranged so as to provide the most effective possible dissemination of knowledge in a given field of learning; that variety in types of instruction is desirable; that the Faculty must ensure that high standards of teaching are maintained; that constant vigilance and experimentation in the areas of types of instruction and of class size and the need for counselling ought to be commended to the attention of departments and other sub-units, even in these difficult times. This element in the Report has not been referred for study. Conceivably the Executive should consider establishing an ad hoc committee on teaching. It is interesting, however, that only recently the Chairmen of the Faculty, in response to a request from GFC for advice to the GFC Committee to Investigage Teaching on how to implement high standards in teaching concluded that it had nothing to say to the Committee other than that little could be achieved until unduly large classes had been attended to through an increase in manpower.

(7) I.B.4, "Comments" 3. The recommendation that the whole program and philosophy of teaching assistantships should be examined by an appropriate committee to ensure high quality of teaching in this Faculty might also go, presumably, to an ad hoc committee on teaching.

(8) I.B.3.(d); and 5, "Comment" 2.(iii); II.C.2.(d). The APAC makes a number of comments about residence at the University. It raises the possibility that other methods of effecting interchange of ideas among students should be examined by an appropriate committee. Secondly, however, the Committee understands by "in residence" an amount of time as a University of Alberta student sufficient that he can properly be regarded as a student in this Faculty and to have completed here a requisite amount of study. The two things are not the same, but they can be considered by one body. In fact the Curriculum Committee and the Program Office have both been studying the residence requirement, as has GFC. The second topic has not been under active study so much as it has been a function of some petitions that come before the Executive. It may be that this whole matter of "residence" calls for a more explicit referral than is on the books at present.

(9) I.B.5, "Comment" (c). The Committee recommends a reexamination of admission policy by the Admissions Committee, this in a context of an APAC suggestion that the assumption that Grade XII is a preparatory year or the first university year with specific requirements be abandoned. The Admissions Committee already has this study under way, but it may be that a more specific referral ought to be considered.

(10) I.B.5, "Comment" 2. On the matter of transfer, the Committee supports evaluation of institutions from which students come. Council has already reaffirmed this position and sent it forward to GFC.

(11) I.B.6, "Recommendations" 1. The recommendation that the Faculty establish some criteria by which the standardized means now employed for determining whether a student is qualified for a degree may be evaluated could be referred to the Academic Standing Committee. This would be in accord with II.C.2.(c) which recommends that standards of competence and achievement shall be reviewed at appropriate intervals.

(12) I.B.6, "Recommendations" 2. The APAC recommendation that the Faculty's degrees and their curricula be reviewed from time to time by the Curriculum Committee is presumably the continuing function of that Committee.

(13) I.B.7. The responsibility of the Faculty is not simply to instruct but also to advise and counsel. The recommendation is for a more extensive advisory or counselling system than exists at present, for aid in course changing, and for advice in selecting and following programs, both departmental and interdepartmental. This could be a proper topic for the proposed ad hoc committee on teaching or for the Academic Planning Committee. In II. C.1.(e) the Committee makes the point that if subjects of concentration are to be regarded in broader terms than are now in effect (as recommended in (c)), then counselling of students and administration of programs in general subjects, interdisciplinary, or multidisciplinary specializations must be on a broader base than that for a departmental specialization. Part of this

problem is already under study in the Dean's office -- that is, the kind of supervision and approval given B.A. Special students. It is perhaps worth noting, again, that the Chairmen of the departments of the Faculty have gone on record as being opposed to GFC's legislating counselling, on the grounds that, with limited resources, departments do all they can now.

(14) II.C.1.(c) & "Comment." The Committee recommends that the definition of principal subject of concentration be reexamined by the appropriate committee with a view to allowing linkage with graduate work and with other Faculties and that subjects of concentration be regarded in broader terms than are now in effect. They cite as equally acceptable forms of concentration -- subject and discipline specialization involving several departments and where appropriate Faculties other than Arts, and Arts specialization in interdisciplinary and multidisciplinary programs (all these as and when specifically approved by the Faculty). This would appear to be a Curriculum Committee matter, although there may be implications for the APC study of interdisciplinary activity.

(15) II.C.1.(f). The recommendation that Arts students should be allowed to take courses outside the Faculties of Arts and Science in such numbers and in such a manner as the Faculty may determine, provided that they are considered to be pursuing an education in the Liberal Arts, raises the question of whether this was meant to call in question recent Council legislation about outside courses. Clarification may be necessary here.

(16) II.C.2.(a). APAC specifies that the determination of recommendations as to what the courses should be for the B.A. and the B.A. Special that will produce some knowledge of certain areas is the continuing responsibility of the Curriculum Committee, but in effect for the time being the matter has been referred by Council to APAC (presumably) as arising out of I.A.2.(b) dealing with "some knowledge of Humanities, Fine Arts, etc."

(17) II.C.2.(e) "Recommendation." APC recommends that the adequacy of our regulations concerning acceleration and deceleration should be reexamined regularly by the appropriate committee. Presumably this would be the Curriculum Committee. This matter, however, has been brought to a head precipitously by the recommendation for total flexibility that has come from GFC.

(18) III.B. The recommendation that the specific principles, aims, objectives and practices governing the other degrees of the Faculty be examined by the respective administering sub-units in light of the principles enunciated in Part I means a referral, presumably, to the Honors Committee, the Canadian Studies Committee, and the Departments of Drama, Art and Design, and Music.

R.G. Baldwin.

April 10, 1974.

EXECUTIVE COMMITTEE

Minutes of Meeting of November 20, 1974

3:30 - 4:45 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, J. D. W. Crowther, R. J. E. d'Alquen, R. R. Hett, G. Nettler.

Note: Dr. Marahrens, Chairman of the Faculty's Academic Planning Committee, was invited to join the Executive for its discussion of item 6, the APC having on its agenda a report on interdepartmental and interdisciplinary studies (Arts Exec. Council's referral back to Committee, 2/4/73).

1. Minutes of Meeting of November 8, 1974

The Minutes were adopted as circulated.

2. Petition for Retroactive Admission to the Faculty as a Registered Student: Hilda T. Bergen

Mrs. Bergen applied for admission as a degree candidate one month after the published deadline and two weeks after the extended deadline. Her application was rejected by the Student Program Office--as were the applications of scores of other students--on the ground that once a deadline has been set it is fair for all students that it be observed. Mrs. Bergen took an alternative route and registered as an auditor in a full-year course, the instructor in the course permitting her to participate fully. She then petitioned for retroactive admission to the Faculty as a registered student (thereby changing her status from audit to credit). Mrs. Bergen was not unique in seeking reclassification, nor in having been refused admission because of failure to meet the established deadline; and, therefore, the petition constituted "special pleading."

On a motion by Professor Hett,

Petition denied.

There is a possibility that, having completed her course registration as an auditor, Mrs. Bergen may then be in a position to seek credit by special assessment. That possibility will be communicated to her, it being understood that no commitment is implied (eligibility for credit by special assessment has yet to be determined; ref. item 4 below).

3. Council/Committee Memberships

3.1 External Membership on Executive Council: Faculty of Science

Acting on authority delegated by Arts Faculty Council, the Executive approved the name of Dr. N. R. Seifried, Department of Geography, as an alternate for Dr. O. F. G. Sitwell.

3.2 Selection Committee: Chairman, Department of Political Science Students

Political Science not yet having conducted its election of a student, the Executive nominated a graduate student and an undergraduate (assuming Council's approval, the one to serve in contradistinction to the student who is elected from within the Department):

Gertrude Nicks, graduate student, Anthropology
Hugh Thomas, 3rd year Honors, History.

Selection Committee: Chairman, Political Science (cont.)

Faculty

Three departmental representatives are to be elected by the full-time members of Political Science.

3.3 Selection Committee: Chairman, Department of Comparative Literature

Students

Comparative Literature not yet having conducted its election of a student, the Executive nominated a graduate student and an undergraduate:

Janet Moodie, graduate student, Classics
Sylvia Vance, 4th year Honors, English.

Faculty

Comparative Literature having an establishment fewer than ten, the Department does not select the representatives. The following slate was drawn up by the Executive and, provided the nominees are willing to stand for election, the slate will be presented for Council's approval on December 2 (election to be conducted by Faculty-wide ballot):

CL STAFF (Joint Appointments with RL) (two to be elected)	FACULTY-AT-LARGE (one to be elected)
J. Ferrate	R. L. Busch, Slavics
E. J. H. Greene	J. Terfloth, Drama
P. A. Robberecht	

The division of the slate guarantees that there will be representation from the Department of Comparative Literature.

4. Credit by Special Assessment: Working Committee

Arts Faculty Council having approved in principle credit by special assessment and GFC having passed the enabling legislation, the Executive was empowered to establish a working committee to draft procedures for implementation (ref. item 4, AFC, 19/8/74). The following membership roster was accordingly drawn up, subject to the agreement of the individuals concerned:

F. D. Blackley, History (Chairman)
M. F. Bauer, Economics
T. Rolston, Music

5. Agenda: Arts Executive Council, December 2

The following agenda was approved by the Executive:

5.1 APC recommendation re: short-term contracts (deferral, 21/10/74)
5.2 Executive Report
5.3 Calendar labels re: staff specializations
5.4 GFC resolutions re: quotas.

6. APAC Referral: Courses of an Interdisciplinary and Integrative Nature

Council having in certain respects approved the ideal, the Executive dealt in the concrete proposals made by APAC.

6.1 Resources

The Academic Planning Committee is now charged by Council with devising an interdisciplinary structure for the Faculty, in terms of staffing, budgetting, etc. Dr. Marahrens confirmed that the APC will be addressing itself to this task as soon as the committee completes its assignment re: Academic Plan #9, Stage 3.

6.2 Interdisciplinary and Multidisciplinary Arts Courses for the Four Essential Ingredient Areas of the Liberal Arts: Humanities, Fine Arts, Social Sciences and Natural Sciences

The Curriculum Committee will be asked to design these courses (including course outlines, the proposed method of teaching, etc.), which will then serve in Council's consideration of them, as specific examples of the interdisciplinary approach.

6.3 Reexamination of Definition of Principal Subject of Concentration

The Curriculum Committee will be asked to undertake this assignment, in light of the recommendations contained in APAC Report #1, II.C.1.(c) and "Comment."

It was recommended that these submissions be presented to Council en bloc, so that the Faculty will have an opportunity to voice its opinion on the total configuration. Under the circumstances, Dean Baldwin will recommend to the Chairmen of the Curriculum Committee and the APC that some form of liaison be established between the two committees.

7. Adjournment

By general consent the meeting was adjourned at 4:45 p.m., Dean Baldwin having thanked Dr. Marahrens for his participation.

Chairman.

EXECUTIVE COMMITTEE

Minutes of Meeting of December 19, 1974

10:00 a.m. - 12:30 p.m.

PRESENT: R. G. Baldwin (Chairman), F. F. Bueckert, J. D. W. Crowther, R. J. E. d'Alquen, R. R. Hett, G. Nettler.

1. Agenda Changes
   1.1 Additions
      1.1.1 Authority to suspend student.
      1.1.2 Reconciliation of instructors' grades.

   1.2 Deletion
   Student petition: Robin K. Andersen.

   1.3 Change in designation
   GFC referral re: extension function.

2. Minutes of Meeting of November 20, 1974
The Minutes were adopted as circulated.

3. Petition for permission to take the remaining two courses in the B.A. (General) program as a Visiting Student at the University of Saskatchewan (Saskatoon): Lawrence Zoakipny

Mr. Zoakipny was admitted to the Faculty in 1971, with nine advance credits from Red Deer Junior College. In the 1971-72 session he completed 4 courses at the University of Alberta. Now living in Saskatoon, where he has established a business, Mr. Zoakipny stated that it would be virtually impossible for him to return to Edmonton to complete the remaining courses in his program (a jr. lab. science, plus a second science). In light of Mr. Zoakipny's academic record and the circumstances giving rise to the petition, the Executive was inclined to be sympathetic to his request (notwithstanding that he has completed only 4 courses on this campus).

On a motion by Professor Hett,

Petition granted.

4. Committee Memberships
   4.1 Selection Committee: Chairman, Comparative Literature Faculty

[Election results reported for info.; ref. item 3.3, 20/11/74]

Representing CL:	E. J. H. Greene P. A. Robberecht
Rep. Faculty-at-large:	J. H. Terfloth, Drama
Rep. GFC:	C. W. Hobart, Chairman, Sociology

Students

The Executive received on behalf of Council the name of the graduate student duly elected from within the Department: Dominic Abrioux. The second student member is Ms. Sylvia Vance (Exec. undergraduate nominee approved by Council, 2/12/74).

4.2 Selection Committee: Chairman, Political Science

Faculty

(election results reported for info.; ref. item 3.2, 20/11/74)

Representing Pol. Sc.:	G. R. Davy R. E. McKown T. C. Pocklington
Rep. GFC:	T. L. Powrie, Economics

Students

The Executive received on behalf of Council the name of the undergraduate student duly elected from within the Department: Sandra Poohkay, 2nd year Honors. The second student member is Ms. Gertrude Nicks, graduate student in Anthropology (Exec. nominee approved by Council, 2/12/74).

4.3 Selection Committee: Chairman, Romance Languages

Faculty

Three departmental representatives are to be elected by the full-time members of Romance Languages.

Students

Pending advice re: the student elected from within the Department, the Executive nominated a graduate and an undergraduate:

David McMurray, graduate student, Comp. Lit.
Genevieve Roy, 3rd year Honors, Comp. Lit.

5. Request for Waiver of Final Examinations: Department of Drama

Members had before them a request from the Chairman of the Department of Drama for a waiver of the written final examinations in certain 200-level courses, the rationale being as follows:

Drama 230: Beginning Movement (BFA)

The course is entirely practical in nature so a written final is irrevelant. Term evaluation is based on day to day class work and minor choreographic projects. Examinations in ballet technique and major projects are given as final assignments in each of the two terms.

Term Work - 70%
Term Finals (projects) - 30%

Drama 240: Voice and Speech (BFA)

A practical course.

Term Work - 70%
Final practical projects - 30%

Evaluation during term on exercises, major and minor projects (No written examination)

Drama 241: Communication through Voice and Speech (non-BFA)

A practical course.

Term Work - 75%
Final practical projects - 25%

Evaluation during term on exercises, major and minor projects. (No written examination)

Drama 250: Acting (non-BFA)

Same request and explanation as for Drama 241 above.

Drama 252: Improvisation (non-BFA)
Request that evaluation be 100% for term work, 50% of weight for each term and that there be no final as such. In each term there are minor and/or major assignments, although some instructors wish to weight projects evenly throughout the year. Again this is a practical course requiring practical projects for evaluation. Individual culminating projects to be weighted as high as 25%.

Drama 254: Acting Techniques (BFA)
Term Work - 70%
Final practical project - 30%
Final project consists of being in a play.

Drama 270: Stagecraft (non-BFA)
A lecture-lab. course in which numerous projects are done throughout the year. Waiver of final exam. requested on the grounds that the Department has a variety of means by which it arrives at the total mark, and involved in all of that are two written examinations (one at the end of each term).

Drama 271: Theatre Design Aesthetics (BFA)
A lecture-lab. course in which numerous projects are done throughout the year. Written final replaced by two final projects (human scale collages in a theatre space) in second term, together totalling 30% of grade.

Drama 272: Theatre Design Techniques (BFA)
Painting and Drawing for the stage 75% of course. Drafting for the stage 25% of course. Daily and out-of-class assignments in the above two areas, each graded. Term work (100%) rather than a final deemed to be of more academic value.

It was moved by Professor Bueckert,

> THAT the request from the Department of Drama for a waiver of the written final examinations in these courses be approved, but that in the case of Drama 241 and Drama 250 there be a change in the distribution of weight to 70% (term work) and 30% (final practical project); the waiver to be granted on a continuing basis, on the understanding that the Department of Drama will alert the Executive to any significant changes in the way in which these courses are administered.

Motion carried.

6. GFC Referral re: Extension Function

Members had before them the following resolutions passed by the Senate on November 22, 1974 in support of its Report on The Future of the Extension Function:

i) THAT the University of Alberta should make a university-wide commitment to the development of its role as a major community resource;

ii) THAT service to the people of Alberta at large should have status comparable to the traditional teaching and research activities of the University.

In introducing this agenda item, Dean Baldwin said that the resolutions were more far-reaching than might be apparent at first sight. The Dean explained that, in his reading of the Senate Report, the thrust of the second resolution was that the extension function should have status equal to the traditional teaching and research activities (i.e. approval of the resolution would mean that it might have to be translated into criteria for salaries and promotion). Under the circumstances, it was the Executive's recommendation that the complete Senate Report (or at least the heart of the 20-page document) be distributed to Council, so that members will have an opportunity to assess the two resolutions in light of its implications. The Report will be given a place on the agenda for Arts Executive Council's meeting of February 3. In the meantime, Dean Baldwin will discuss with Mrs. Dora McCulloch, Chairman of the Senate Committee, what the authors of the Report intended, and, time permitting, formulate some observations to facilitate Council's debate.

7. Curriculum Committee Report

7.1 Residence

7.2 Residence and Evening Credit Program Courses

Members had before them two resolutions passed by the Curriculum Committee on September 12, 1974;

i) THAT for the purpose of qualifying for the B.A. (General) degree students must include in their program at least five full courses (or equivalent) offered by the University of Alberta either on campus or through the Evening Credit program;

ii) THAT for the purpose of qualifying for the B.A. (Special) degree, or the B.A. (Special) certificate following the 3-year B.A. (General) degree, students must include in their program at least ten full courses (or equivalent) offered by the University of Alberta, at least five of which must be taken on campus and normally in one academic year.

The Executive viewed these resolutions as tentative only, recognizing that the Curriculum Committee has not yet completed its review of regulations governing the B.A. (General) and the B.A. (Special) programs.

7.3 Spring and Summer Session Course Loads [ref. item 2.2, 22/8/73]

The Curriculum Committee's recommendation being that there was no need to depart from existing Faculty policy, it was received for information only.

8. Committee on Academic Standing: Terms of Reference

For the information of new members of the Executive, Dean Baldwin explained that the proposed new terms of reference grew out of an ambiguity in the role (i.e. authority) of the CAS where the Fine Arts Departments were concerned (ref. item 6, 18/7/74). The CAS recommendations, which were arrived at by the Committee in consultation with the Fine Arts Departments, will be presented for Arts Executive Council's approval on February 3.

9. Course and Calendar Change Committee Report [ref. item 10, 30/4/74]

9.1 "Special Topics" Courses

The Committee's recommendations were received for transmission to Arts Executive Council on February 3.

9.2 Terms of Reference

On a motion by Professor Nettler, the following recommendations were received and approved on behalf of Council (there being nothing inconsistent with existing practice), the Executive recommending that they be formulated as a standard set of procedures for circulation to departments by the Chairman of the Course and Calendar Change Committee:

1. Calendar proposals for the winter session of year N shall be referred to the Calendar Committee by August 1 of year N minus one.
2. A proposal for a new course or for a substantial change in an existing course must include a definite statement that if there is any risk of overlap with another department's offerings, the question has been cleared with the other department. The Calendar Committee may return the proposal to the originator if this condition has not been met.
3. Each proposal for one or more new courses, or for extensive course changes, should be accompanied by an explanation of the purpose of the proposal (e.g. how it extends a given area, opens a new one, etc., or is different from and needed in addition to similar existing courses).
4. Guidelines for the length of course descriptions should be established and adhered to, i.e. junior courses require a fairly extensive description but 300-level and above should be limited to the barest minimum and should not include 'advertising'. The Committee should be rather aggressive in controlling this sort of thing.
5. Where there is an unresolved conflict between two departments, and the Calendar Committee's efforts at mediation have failed, the Committee will take the item in question to Council, normally with a recommendation.
6. The "Calendar Change Request Form" should be used only for new courses and major changes of existing courses. (Other requested changes should merely be listed, with no special form). The "Request Form" should ask for
   - (a) Full calendar description of course.
   - (b) Statement of purpose of course.
   - (c) List of other departments that may reasonably be expected to see some overlap of this course into their fields, and a statement that each such department has been consulted and has or has not agreed to this proposal.

   The present part 2 of the "Form" (asking for instructor, enrollment, and years of offering) should be deleted, as of no interest to the Calendar Committee under its modest terms of reference.

10. Honors Committee Report, December 1974
The Report was received for transmission to Council on February 3.

11. Report of the Committee for Information and Advice on East Asian Studies
It was agreed that the Report, which is already in the hands of the Academic Planning Committee, be presented to Council on February 3. In the meantime, it will be referred to the Curriculum Committee for comment (especially the recommendation that East Asian studies be recognized as a subject of concentration within the Bachelor of Arts degree). Associate Dean Evans, who is Chairman of the East Asian Studies Committee, will be asked to co-ordinate the efforts of the other two committees, so that a coherent package is presented to Council.

12. Agenda for the Next Meeting of Arts Executive Council
By general consent, the Executive agreed that the AEC meeting scheduled for January 6 be cancelled, there being insufficient time for distribution and study of the Asian Studies Report and the Senate Report on The Future of the Extension Function. The next meeting of Arts Executive Council will accordingly take place on February 3, the agenda to include the Executive's report, plus the items designated in these Minutes.

13. Authority to Suspend Student
On a motion by Professor Nettler, the Executive authorized Dean Baldwin to act on behalf of Council in the matter of disruptive and apparently unstable behaviour in class by a student named Kohl. In essence, the Dean is authorized to decide whether or not the student should be suspended from classes or readmitted to them, on the basis of advice received (the latter involving the student's examination by the University Health Service and Student Counselling).

14. Reconciliation of Instructors' Grades
A record of the discussion is contained in a file memo prepared by Dean Baldwin following the meeting:

> At a meeting of the Executive Committee on December 19, the question was raised how the Executive would handle an impasse if one were to occur between an instructor and a chairman who refused to approve his grades by signing them. The question was raised, as it were in a vacuum, because of the possibility of a case occurring when it might be impossible to call the Executive into session. After discussion it was agreed that were such a case to arise in the near future and the Dean agreed that on the basis of the chairman's submission there was indeed a prima facie case for being concerned about the instructor's grades as submitted, he would ask the department chairman concerned to investigate immediately the possibilities for reassessment, in the department, of the grades and to advise the Dean accordingly. If the materials were in fact available for reassessment, then the Dean would (still presuming that he also believed there was a problem) order reassessment to take place. The Executive would then be called into meeting to consider the case, the new grades, and the grades as originally submitted -- for final decision. If reassessment was for any

reason considered to be impossible, then on behalf of the Executive (acting for Council) the Dean would confirm the grades as submitted despite the absence of a chairman's signature, the assumption being that there would be no other line to take that would not penalize the students involved. In either case, the Executive would, when time permitted, conduct an inquiry of its own into the reason for the grades being unsatisfactory in the first place and, if reassessment was not possible, the reasons for reassessment not being indicated, all this with a view to establishing a clear record of whether or not the instructor involved had, in the eyes of the Executive, been derelict.

15. Adjournment
By general consent, the meeting was adjourned at 12:30 p.m.

Chairman.